

Stanislaus Animal Services Agency



Thursday, June 21, 2012 at 9:00am
Animal Services Conference Room
3647 Cornucopia Way
Modesto, CA 95358



STANISLAUS ANIMAL SERVICES AGENCY

“SERVING YOUR COMMUNITY TOGETHER”

3647 Cornucopia Way
Modesto CA 95358

Phone: 209.558.7387 Fax: 209.558.2138
www.stancounty.com/animalservices

Joint Powers Agency Meeting Notice

Thursday, June 21, 2012, Animal Services Conference Room, 3647 Cornucopia Way, Modesto, CA

The Joint Powers Agency welcomes you to its meetings, which are held by announcement, and your interest is encouraged and appreciated.

The agenda is divided into two sections:

CONSENT CALENDAR: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at the beginning of the meeting under the section titled “Consent Calendar.” If you wish to have an item removed from the Consent Calendar, please make your request at the time the Agency Chairperson asks if any member of the public wishes to remove an item from consent.

REGULAR CALENDAR: These items will be individually discussed and include all items not on the consent calendar, all public hearing and correspondence.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE AGENCY ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the item is announced by the Agency Chairperson. In order that interested parties have an opportunity to speak, any person addressing the Agency will be limited to a maximum of 5 minutes unless the Chairperson of the Agency grants a longer period of time.

PUBLIC COMMENT PERIODS: Matters under the jurisdiction of the Agency, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Agency for consideration. However, California law prohibits the Agency from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Joint Powers Agency for Stanislaus Animal Services. Any member of the public wishing to address the Agency during the “Public Comment” period shall be permitted to be heard once for up to 5 minutes.

Materials related to an item on this Agenda submitted to the Agency after distribution of the agenda packet are available for public inspection in the Clerk’s office at 3647 Cornucopia Way, Modesto, CA during normal business hours.

NOTICE REGARDING NON-ENGLISH SPEAKERS: Joint Powers Agency meetings are conducted in English and translation to other languages is not provided. Please make arrangements for an interpreter if necessary.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director of Animal Services at (209) 342-1740.

MATERIALS: Materials related to an item on this Agenda submitted to the Joint Powers Agency after distribution of the agenda packet are available for public inspection in the Animal Services Office at 3647 Cornucopia Way in Modesto, during normal business hours.

STANISLAUS ANIMAL SERVICES AGENCY

“SERVING YOUR COMMUNITY TOGETHER”

3647 Cornucopia Way
Modesto CA 95358

Phone: 209.558.7387 Fax: 209.558.2138
www.stancounty.com/animalservices

Stanislaus Animal Services Agency Board Meeting Agenda

June 21, 2012

- 1. Welcome**
- 2. Roll Call (silent)**
- 3. Public Comment Period (Limit of 5 minutes per person)**
- 4. Minutes of Previous Meeting**
 - A.** Approval of the Agency Board Meeting Minutes of March 15, 2012 and March 29, 2012
- 5. Correspondence:**
 - A.** This Board has received from citizen Karen Mosser correspondence for a Trap/Neuter/Release cat program.
 - B.** This Board has received from citizen Mary Whetstone correspondence for a Trap/Neuter/Release cat program.
- 6. New Business**
 - A.** Election of Chair and Vice Chair for Fiscal Year 2012-2013
 - B.** Appoint Nathan Gorth and Dominic Farinha to the Stanislaus Animal Services Agency Advisory Committee
 - C.** Approve and Adopt the Bylaws for Stanislaus Animal Services Agency Advisory Committee
 - D.** Adopt the Recommended Final 2012-2013 Trust Fund Budget
 - E.** Adopt the Recommended Final Fiscal Year 2012-2013 Budget

F. Establish and approve a method to hear the Norseen appeal from Animal Court.

7. **Director Report**

8. **Member Referrals**

9. **Adjournment**



**STANISLAUS ANIMAL SERVICES AGENCY
ACTION AGENDA SUMMARY**

AGENDA DATE: June 21, 2012

AGENDA #: 6-A

SUBJECT:

Election of Chair and Vice-Chair for FY 2012-2013

BACKGROUND:

In accordance with the Stanislaus Animal Services Agency Board Bylaws Section 2, The Agency Board shall appoint a Chair and Vice Chair to serve a one-year term of office beginning at the first fiscal year. As the June 21, 2012 meeting will be the last meeting of the fiscal year a new chair and vice chair need to be elected. The incoming Chair and Vice-Chair would assume office effective July 1, 2012.

STAFF RECOMMENDATIONS:

1. Elect Chair and Vice-Chair for FY 2012-2013

FISCAL IMPACT:

There is no fiscal impact associated with the election of Chair and Vice Chair.

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

Noes: _____

Excused or Absent: _____

Abstaining: _____

- 1) _____ Approved as recommended.
- 2) _____ Denied.
- 3) _____ Approved as amended.

Motion: _____



STANISLAUS ANIMAL SERVICES AGENCY ACTION AGENDA SUMMARY

AGENDA DATE: June 21, 2012

AGENDA #: 6-B

SUBJECT:

Approval of Appointment of Nathan Gorth and Dominic Farinha to the Stanislaus Animal Services Agency Advisory Committee.

STAFF RECOMMENDATIONS:

Appoint Nathan Gorth and Dominic Farinha as members to the Stanislaus Animal Services Advisory Board to a term ending on December 31, 2014.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

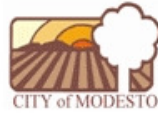
Noes: _____

Excused or Absent: _____

Abstaining: _____

- 1) _____ Approved as recommended.
- 2) _____ Denied.
- 3) _____ Approved as amended.

Motion: _____



STANISLAUS ANIMAL SERVICES AGENCY ACTION AGENDA SUMMARY

AGENDA DATE: June 21, 2012

AGENDA #: 6-C

SUBJECT:

Approve and Authorize the Stanislaus Animal Services Agency Advisory Committee Bylaws

STAFF RECOMMENDATIONS:

1. Approve the Proposed Bylaws

FISCAL IMPACT:

There is no fiscal impact associated with this item.

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

Noes: _____

Excused or Absent: _____

Abstaining: _____

- 1) _____ Approved as recommended.
- 2) _____ Denied.
- 3) _____ Approved as amended.

Motion: _____



**STANISLAUS ANIMAL SERVICES AGENCY
ACTION AGENDA SUMMARY**

AGENDA DATE: June 21, 2012

AGENDA #: 6-D

SUBJECT:

2012-2013 Proposed Trust Fund Budget

BACKGROUND:

This Trust Donation Fund is an agency fund account established by the Pet Overpopulation Ordinance. It is used specifically for donations made to the Agency, and the collection of fines and fees and dedicated revenue sources established in the Ordinance. The funds are used for the support of spay and neuter programs including the Stanislaus County Alternative to Euthanasia (SCATE) Program.

The program known as the SCATE program has been in existence since December 2003. Stanislaus County offered this subsidized voucher program to spay and neuter dogs and cats in the local community. The SCATE program began the Fiscal Year 2011-2012 with modifications to the fee schedule that compensates participating veterinarians for providing services. The fees schedule was modified lower for all surgeries performed after July 1, 2011. Veterinarians participate in the SCATE program each year on a voluntary basis. No contract exists between the veterinarians and the Agency.

In these challenging economic times, the organization is committed to provide a new level of services with fewer resources. The SCATE program is one of the many services evaluated for cost savings and future funding, and will continue to be evaluated on a year to year basis. The SCATE vouchers will continue to be sold over the counter and offered at all clinics in the Fiscal Year 2013-2013 with no modification to price.

STAFF RECOMMENDATIONS:

1. Adopt the Proposed 2012-2013 Trust Fund Budget

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

Noes: _____

Excused or Absent: _____

Abstaining: _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____

Animal Services - Trust Donations

Classification	2011-2012 as of 5/31/12	2011-2012 Adopted Budget	2012-2013 Proposed Budget
Taxes	\$ -	\$ -	\$ -
Licenses, Permits, Franchises	\$ 69,256.00	\$ 60,500.00	\$ 60,100.00
Fines, Forfeitures, Penalties	\$ 14,653.22	\$ 20,000.00	\$ 13,500.00
Revenue from use of Assets	\$ -	\$ -	\$ -
Intergovernmental Revenue	\$ -	\$ -	\$ -
Charges for Service	\$ 68,535.00	\$ 55,500.00	\$ 70,500.00
Miscellaneous Revenue	\$ 24,033.10	\$ 16,000.00	\$ 18,500.00
Other Financing Sources	\$ -	\$ -	\$ -
Total Revenue	\$ 176,477.32	\$ 152,000.00	\$ 162,600.00
Salaries and Benefits	\$ -	\$ -	\$ -
Services and Supplies	\$ 59,895.00	\$ 152,000.00	\$ 162,600.00
Other Charges	\$ -	\$ -	\$ -
Fixed Assets	\$ -	\$ -	\$ -
Other Financing Uses	\$ -	\$ -	\$ -
Equity	\$ -	\$ -	\$ -
Intrigued	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -
Gross Costs	\$ 59,895.00	\$ 234,038.00	\$ 162,600.00
Plus Fund Balance	\$ (116,582.00)	\$ -	\$ -
Net Agency Cost	\$ -	\$ -	\$ -



**STANISLAUS ANIMAL SERVICES AGENCY
ACTION AGENDA SUMMARY**

AGENDA DATE: June 21, 2012

AGENDA #: 6-E

SUBJECT:

Adopt the Recommended Final Stanislaus Animal Services Budget for Fiscal Year 2012-2013

BACKGROUND:

At the March 29, 2012 Agency Board meeting, the Recommended Proposed Stanislaus Animal Services Budget for Fiscal Year 2012-2013 was approved for \$3,198,977. The Recommended Final Budget amount reflects the same dollar amount.

At the March 15, 2012 meeting the Agency Board recommended Administrative Citations be adopted by each member jurisdiction. This operating budget assumes the Agency Board will implement the Administrative Citation Program in the fiscal year. In order to close the gap, staff proposes to use the revenue from the new Administrative Citation Program, while at the same time reducing the overall budget. The revenue for Fiscal Year 2012-2013 has been adjusted upwards to \$50,000 to reflect the five jurisdictions of Stanislaus County, Ceres, Patterson, Waterford, and Hughson. The percentage of revenue increase for each member is reflected based on the number of courtesy notices issued by jurisdiction in 2011. The Administrative Citation Program would replace the courtesy notices with actual citations upon implementation of the program. The City of Modesto does not participate with Canvassing provided by the Agency, so no increase in revenue was reflected.

The Recommended Final Budget does protect and maintain the overall quality of services we provide to our citizens. We are pleased to submit the Recommended Final Budget for Fiscal Year 2012-2013 for your consideration that allows us to continue to provide the same level of services without raising existing fees. The Recommended Final Budget for Fiscal Year 2012-2013 can reduce partner agency contribution by the implementation of Administrative Citations and a modest increase of less than one-half of a percent to avoid any reductions in services.

STAFF RECOMMENDATIONS:

1. Approval to Adopt the Recommended Final Budget for Fiscal Year 2012-2013.

FISCAL IMPACT:

The Recommended Final Budget totals \$3,198,977 and reflects an overall increase of less than one-half percent for all funds as compared to the 2011-2012 Adopted Budget of \$3,184,380.

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

Noes: _____

Excused or Absent: _____

Abstaining: _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____



STANISLAUS ANIMAL SERVICES AGENCY ACTION AGENDA SUMMARY

AGENDA DATE: June 21, 2012

AGENDA #: 6-F

SUBJECT:

Establish and approve a method to hear the Norseen appeal from Animal Court.

BACKGROUND:

In December 2003, the Stanislaus County Board of Supervisors approved the Department of Animal Services to hold administrative hearings, to be known as Animal Court for all Animal Services related infraction violations. Any decisions made by the hearing officer of Animal Court may be appealed to the Board of Supervisors.

Animal Services now formed as a Joint Powers Agency needs to provide an established method for Animal Court decisions that are appealed. The Board of Supervisors appeal process was established at a time when Animal Services was recognized as a County department. A new process is needed for appeals to be heard under the recognized Agency.

A recent appeal was received and a desired method is needed to hear the appeal in a timely manner.

STAFF RECOMMENDATIONS:

1. Approve a method to hear the Norseen appeal from Animal Court.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

AGENCY BOARD ACTION:

On motion of _____; Seconded by _____
and approved by the following vote:

Ayes: _____

Noes: _____

Excused or Absent: _____

Abstaining: _____

- 1) _____ Approved as recommended.
- 2) _____ Denied.
- 3) _____ Approved as amended.

Motion: _____