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**THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE AND COMMENT VIA THE APPLICATION, ZOOM. ZOOM MEETING INFORMATION AND CALL IN INFORMATION WAS POSTED ON THE AGENDA AND ON THE SASA'S WEBSITE.**

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**NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020 THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT.**

**THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE AND COMMENT VIA THE APPLICATION, MICROSOFT TEAMS. MEETING INFORMATION: WEBSITE- [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ODZjYTUzMzltOGYwYS00ZDY5LWlzM2MtNzgxYTUwNDVlODgw%40thread.v2/0?context=%7b%22Tid%22%3a%22e73b77d8-3dbd-4d4e-8d82-f3153670356d%22%2c%22Oid%22%3a%22382a93c5-5554-45e1-b7f5-c04154c310d3%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODZjYTUzMzltOGYwYS00ZDY5LWlzM2MtNzgxYTUwNDVlODgw%40thread.v2/0?context=%7b%22Tid%22%3a%22e73b77d8-3dbd-4d4e-8d82-f3153670356d%22%2c%22Oid%22%3a%22382a93c5-5554-45e1-b7f5-c04154c310d3%22%7d)  
Conference ID: 671 581 247#**

#### **REMOTE PUBLIC COMMENT**

**If you prefer to provide a written comment on a specific agenda item, please submit your comments via email by 4:00 p.m. on the Wednesday prior to the Board meeting. Please email your comment to the Clerk of the Board at [rios@stancounty.com](mailto:rios@stancounty.com) and include the Agenda Item Number in the subject line of the email. Your written comment will be distributed to the Board members of Stanislaus Animal Services Agency and kept on file as part of official record of the Board meeting.**

**Or join by phone: Dial: 1 559 2189; Conference ID: 671 581 247#**

## **REGULAR MEETING AGENDA Thursday, June 17, 2021 at 9:00am**



# 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

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**Thursday, June 17, 2021, at 9:00am**

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 sections:

**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. Notification 72 hours prior to the meeting will enable the Agency to make reasonable arrangements to ensure accessibility to this meeting.

**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.

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## Stanislaus Animal Services Agency Board Meeting Agenda

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**June 17, 2021**

- 1. Welcome**
- 2. Roll Call (silent)**
- 3. Public Comment Period (Limit of 5 minutes per person)**
- 4. Presentation** Recognition for Stanislaus County Department of Aging and Veterans
- 5. Minutes of Previous Meeting**
  - A. Approval of the Agency Board Meeting Minutes of May 20, 2021
- 6. New Business**
  - A. Election of Chair and Vice Chair for Fiscal Year 2021-2022
  - B. Adoption of the Recommended Budget for Fiscal Year 2021-2022
  - C. Approval of an Agreement with Pride Industries One, Inc. of Roseville, CA for Agency Janitorial Services
  - D. Approval of an Agreement for Professional Services with Dr. Sarah Cadwell and Authorization for the Executive Director to Sign the Agreement
- 7. Informational:**
  - A. Financial Update, May 2021
  - B. Operation Update, May 2021
- 8. Adjournment**

**THE GOVERNING BOARD  
OF THE JOINT POWERS AGENCY OF THE  
STANISLAUS ANIMAL SERVICES AGENCY (SASA)**  
Meeting Minutes

**Regular Meeting**

**Thursday**

**May 20, 2021**

**Members Present:**

Tom Westbrook, City of Ceres, Chair  
Jody Hayes, Stanislaus County - Absent  
Joe Lopez, City of Modesto - Absent  
Merry Mayhew, City of Hughson  
Michael Pitcock, City of Waterford  
Ken Irwin, City of Patterson, Co-Chair

**Staff Present:**

Annette Bedsworth, Executive Director	Jewel Warr, Stanislaus Co. Alt.
Dennis Cordova, Operations Manager	Adrienne Rios, Confidential
Sweena Pannu, Deputy County Counsel	Monica Aleman, Business Mgr.
Scotty Douglass, Modesto Alt.	

**Guests and Dignitaries:** None.

1. The meeting was called to order at 9:01 a.m. by Chairman, Tom Westbrook.
2. **Roll call:** See above
3. Presentations:
  - A. Community Cat Program
  - B. First Year with DocuPet
  - C. Updated of Services – COVID-10 a year later

**4. Public Comment:**

**Nancy Hudspeth** requested assistance from SASA staff when Rescues conduct evaluations and/or posting animal videos on social media.

**Melanie Scherer**, from SNIP, circulated flyers in low income areas of Ceres and Modesto for May 28<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup> for 6 free spay/neuter clinics. Requested the use of SASA's facility parking area to park a large spay/neuter vehicle.

**Michael Christian** voiced his support of the mobile spay/neuter clinics.

**Nancy Klein** shared her support of the color code system as it provides a visual indication of animal behavior. Requested more support from SASA to evaluate and network large breed dogs. Voiced concerns of availability of City of Modesto Animal Control

**Samantha Lopez** inquired if a grant or contractor has been sought for a professional animal behaviorist. Shared concerns regarding information for the rescue dog program.

**5. Minutes of Previous Meeting:**

- A. Approved the Agency Board Meeting Minutes of April 15, 2021, with omitting Jewel Warr as an attendee of the meeting. (Hughson/Patterson; 4/2) (Stanislaus County and City of Modesto *abstained*)

**6. Correspondence:** None.

**7. New Business**

- A. Recognition for Stanislaus County Information Technology Central (ITC). Annette recognized and thanked ITC staff for their continued support of the agency. The work and responsiveness of ITC staff allows Animal Services to operate and provide efficient service to the community.
- B. Approval to Accept a Donation of \$20,000 from DocuPet and to Appropriate \$5,000 of the Donation for Drive-Thru Microchip Clinics to be held in June 2021 for the Community. (Waterford/Patterson; 6/0)

**8. Committee Reports:** None.

**9. Informational:** None.

**10. Member Referrals:** None.

**Adjourned Regular Meeting at 10:19 a.m.**

ATTESTED: ADRIENNE RIOS, Clerk  
of the Governing Board  
of the Joint Powers Agency  
of the Stanislaus Animal Services Agency  
State of California

Stanislaus Animal Services Agency  
 Fiscal Year 2021-2022 Proposed Budget  
 Fund 6181 - Operational Budget

	A			B			C			D		E	
	2020-2021						2021-2022						
	Adopted Final Budget 2020-2021		YE Projections 2020-2021		Variance from Final Budget 2020-2021		Proposed Budget 2021-2022		Variance from 20/21 Final Budget				
					B - A = C				D - A = E				
City of Modesto	\$	1,435,782	\$	1,216,728	\$	(219,054)	\$	1,434,720	\$	(1,061)			
City of Ceres	\$	742,455	\$	671,700	\$	(70,755)	\$	768,675	\$	26,220			
City of Patterson	\$	219,767	\$	198,912	\$	(20,854)	\$	201,927	\$	(17,840)			
City of Waterford	\$	89,095	\$	80,159	\$	(8,936)	\$	86,912	\$	(2,183)			
City of Hughson	\$	83,155	\$	74,592	\$	(8,563)	\$	74,942	\$	(8,213)			
Stanislaus County	\$	2,530,285	\$	2,289,345	\$	(240,940)	\$	2,552,188	\$	21,903			
<b>Total - ADJUSTED EXPENSES</b>	\$	<b>5,100,538</b>	\$	<b>4,531,435</b>	\$	<b>(569,102)</b>	\$	<b>5,119,364</b>	\$	<b>18,826</b>			
City of Modesto	\$	679,262	\$	622,307	\$	(56,955)	\$	623,433	\$	(55,829)			
City of Ceres	\$	204,776	\$	181,036	\$	(23,740)	\$	181,582	\$	(23,194)			
City of Patterson	\$	101,753	\$	78,103	\$	(23,650)	\$	77,393	\$	(24,360)			
City of Waterford	\$	53,257	\$	41,426	\$	(11,831)	\$	41,184	\$	(12,073)			
City of Hughson	\$	39,541	\$	30,498	\$	(9,043)	\$	30,048	\$	(9,493)			
Stanislaus County	\$	489,775	\$	448,301	\$	(41,474)	\$	447,852	\$	(41,923)			
<b>Total - REVENUE</b>	\$	<b>1,568,364</b>	\$	<b>1,401,671</b>	\$	<b>(166,693)</b>	\$	<b>1,401,492</b>	\$	<b>(166,872)</b>			
City of Modesto	\$	756,520	\$	594,420	\$	(162,100)	\$	811,287	\$	54,767			
City of Ceres	\$	537,679	\$	490,664	\$	(47,015)	\$	587,093	\$	49,414			
City of Patterson	\$	118,014	\$	120,809	\$	2,796	\$	124,534	\$	6,520			
City of Waterford	\$	35,838	\$	38,733	\$	2,895	\$	45,728	\$	9,890			
City of Hughson	\$	43,614	\$	44,094	\$	480	\$	44,894	\$	1,280			
Stanislaus County	\$	2,040,510	\$	1,841,044	\$	(199,466)	\$	2,104,336	\$	63,826			
<b>Total - CONTRIBUTIONS</b>	\$	<b>3,532,174</b>	\$	<b>3,129,764</b>	\$	<b>(402,410)</b>	\$	<b>3,717,872</b>	\$	<b>185,698</b>			
		<b>Intake%</b>						<b>Intake%</b>					
Stanislaus County		42.6%						41.8%		-0.8%			
City of Modesto		38.3%						39.2%		0.9%			
City of Ceres		12.5%						13.0%		0.5%			
City of Patterson		3.7%						3.3%		-0.4%			
City of Waterford		1.5%						1.4%		-0.1%			
City of Hughson		1.4%						1.3%		-0.1%			

Stanislaus Animal Services Agency  
 Fiscal Year 2021-2022 Proposed Budget  
 Fund 6181 - Operational Budget

	A	B	C	D	E
	2020-2021			2021-2022	
	Adopted Final Budget 2020-2021	YE Projections 2020-2021	Variance from Final Budget 2020-2021	Proposed Budget 2021-2022	Variance from 20/21 Final Budget
			B - A = C		D - A = E
<b>Total</b>	<b>100%</b>			<b>100%</b>	

Salaries and Benefits											
50000	Salaries and wages	\$	1,893,267	\$	1,645,132	\$	(248,135)	\$	1,986,619	\$	93,352
50010	Overtime/comp time paid	\$	60,400	\$	54,917	\$	(5,483)	\$	57,450	\$	(2,950)
50020	Extra help	\$	135,483	\$	63,832	\$	(71,651)	\$	81,696	\$	(53,787)
50070	Compensated absences	\$	-	\$	-	\$	-	\$	-	\$	-
50100	Comp time taken	\$	-	\$	460	\$	460	\$	-	\$	-
50120	Personal Service Contract	\$	66,095	\$	61,797	\$	(4,298)	\$	58,822	\$	(7,273)
50210	Vacation/holiday cash-out	\$	25,435	\$	21,295	\$	(4,140)	\$	22,000	\$	(3,435)
50220	Retirement/Termination cash-out	\$	14,787	\$	11,488	\$	(3,299)	\$	56,303	\$	41,516
52000	Retirement	\$	556,275	\$	477,839	\$	(78,436)	\$	597,250	\$	40,975
52010	FICA	\$	148,519	\$	126,842	\$	(21,677)	\$	156,820	\$	8,300
52020	Deferred comp - part-time	\$	-	\$	1,368	\$	1,368	\$	-	\$	-
53000	Group health insurance	\$	579,218	\$	542,563	\$	(36,655)	\$	606,377	\$	27,159
53020	Unemployment insurance	\$	4,800	\$	9,052	\$	4,252	\$	4,872	\$	72
53051	Benefits Admin Fee	\$	-	\$	455	\$	455	\$	-	\$	-
53081	Long Term disability	\$	659	\$	341	\$	(318)	\$	700	\$	42
54000	Workers compensation insuranc	\$	22,977	\$	22,977	\$	-	\$	24,529	\$	1,552
55000	Auto allowance	\$	4,800	\$	4,800	\$	(0)	\$	5,200	\$	400
55080	Professional development	\$	3,400	\$	2,500	\$	(900)	\$	4,600	\$	1,200
55100	Uniform allowance	\$	19,260	\$	19,260	\$	-	\$	19,420	\$	160
55120	Employee assistance program	\$	-	\$	-	\$	-	\$	-	\$	-
55130	Deferred comp mgmt/confidenti	\$	7,560	\$	5,249	\$	(2,311)	\$	7,348	\$	(212)
55140	Cafeteria pln hlth ben cashout	\$	-	\$	2,677	\$	2,677	\$	3,212	\$	3,212

Stanislaus Animal Services Agency  
 Fiscal Year 2021-2022 Proposed Budget  
 Fund 6181 - Operational Budget

		A	B	C	D	E
		2020-2021			2021-2022	
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				B - A = C		D - A = E
	Salaries and Benefits	\$ 3,542,934	\$ 3,074,844	\$ (468,090)	\$ 3,693,218	\$ 150,283
<b>Services &amp; Supplies</b>						
60400	Communications	\$ 32,738	\$ 39,185	\$ 6,447	39,583	6,845
60600	Food	\$ -	\$ 33	\$ 33	0	0
60800	Cleaning & sanitary supplies	\$ 44,840	\$ 39,151	\$ (5,689)	40,258	-4,582
60860	Contract janitorial	\$ 11,335	\$ 14,349	\$ 3,014	15,257	3,922
61010	Fire,ece & smp insurance-purc	\$ 3,505	\$ 4,834	\$ 1,329	5,371	1,866
61011	Fire & Property Deductible	\$ -	\$ -	\$ -	0	0
61070	Crime & fidelity-purchased	\$ 245	\$ 264	\$ 19	270	25
61180	Excess insurance-purchased	\$ 39,255	\$ 45,730	\$ 6,475	43,181	3,926
61600	Maintenance-equipment	\$ 28,005	\$ 25,287	\$ (2,718)	20,682	-7,323
61800	Maintenance-structures & grnd	\$ 35,805	\$ 34,172	\$ (1,633)	70,729	34,924
62030	Laboratory supplies	\$ 213,635	\$ 190,915	\$ (22,720)	192,043	-21,592
62200	Memberships	\$ 500	\$ 500	\$ -	500	0
62210	Annual License for software - Non Asse	\$ 35,800	\$ 36,283	\$ 483	28,844	-6,956
62400	Miscellaneous expense, DocuPet	\$ 101,279	\$ -	\$ (101,279)	1,439	-99,840
62401	Safety Incentive Program	\$ 462	\$ 429	\$ (33)	429	-33
62450	Indirect Costs	\$ 7,770	\$ 7,770	\$ -	7,770	0
62600	Office supplies/equipment	\$ 9,495	\$ 7,041	\$ (2,454)	11,699	2,204
62601	Office safety equipment	\$ 1,070	\$ 557	\$ (513)	1,070	0
62630	Outside printing service	\$ 6,820	\$ 1,751	\$ (5,069)	2,534	-4,286
62730	Postage	\$ 27,652	\$ 27,652	\$ -	29,732	2,080
62750	Other mail room expense	\$ 10,796	\$ 10,796	\$ -	11,336	540
62790	Subscriptions	\$ 500	\$ 4,684	\$ 4,184	1,560	1,060
62840	Computer Software - Non Asset	\$ 2,200	\$ 40	\$ (2,160)	2,200	0
62861	Computer Equipment - Non Asset	\$ -	\$ 487	\$ 487	0	0
62980	Exp. Computer Equip. To \$5,000 - asset	\$ -	\$ 4,260	\$ 4,260	2,563	2,563



Stanislaus Animal Services Agency  
 Fiscal Year 2021-2022 Proposed Budget  
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62990	Exp. Equipment - To \$5,000 - assets	\$ -	\$ 439	\$ 439	0	0
63000	Professional & special servc	\$ 172,316	\$ 201,096	\$ 28,780	192,189	19,873
63090	Auditing & accounting	\$ 35,998	\$ 35,998	\$ -	37,078	1,080
63110	Outside auditor	\$ 5,000	\$ 5,000	\$ -	5,000	0
63220	Fingerprint processing	\$ 1,400	\$ 262	\$ (1,138)	1,400	0
63280	Contracts	\$ 1,130	\$ 1,130	\$ -	1,130	0
63640	Legal services	\$ 3,600	\$ 960	\$ (2,640)	3,600	0
63645	Landscape services	\$ 9,825	\$ 9,707	\$ (118)	9,825	0
63710	Veterinary services - spay or neuter	\$ 130,000	\$ 174,834	\$ 44,834	0	-130,000
63716	Veterinary Services - Treatment	\$ 38,475	\$ 28,845	\$ (9,630)	38,475	0
63850	Bank costs	\$ 16,865	\$ 16,865	\$ -	17,253	388
63990	Outside dp services	\$ 134,914	\$ 134,914	\$ -	141,660	6,746
64410	Vehicle repair	\$ 14,358	\$ 29,542	\$ 15,184	51,549	37,191
64750	Marketing	\$ 3,240	\$ 448	\$ (2,792)	3,240	0
65000	Publications & legal notices	\$ -	\$ 119	\$ 119	0	0
65100	Rents & leases-equipment	\$ 4,405	\$ 2,999	\$ (1,406)	3,227	-1,178
65200	Alarm & answering services	\$ 68,765	\$ 61,337	\$ (7,428)	61,337	-7,428
65220	Capital lease reduction	\$ 8,395	\$ -	\$ (8,395)	0	-8,395
65500	Small tools & instruments	\$ 785	\$ -	\$ (785)	785	0
65725	Micro chip expense	\$ 30,000	\$ 30,000	\$ -	30,000	0
65780	Education & training	\$ 15,000	\$ 3,848	\$ (11,152)	15,000	0
65810	Other supportive services	\$ 3,185	\$ 3,864	\$ 679	4,057	872
65840	Animal food	\$ 30,155	\$ 11,220	\$ (18,935)	20,000	-10,155
66040	Hazardous waste disposal	\$ 7,025	\$ 8,051	\$ 1,026	8,051	1,026
66070	Bottled water services	\$ 850	\$ 850	\$ -	850	0
66210	Licenses & fees	\$ 600	\$ 660	\$ 60	975	375
66260	Gasoline,oil & fuel-vehicle	\$ 37,580	\$ 45,193	\$ 7,613	42,502	4,922
66280	Operating supplies	\$ 27,045	\$ 23,891	\$ (3,154)	27,403	358

Stanislaus Animal Services Agency  
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		Adopted Final Budget 2020-2021	YE Projections 2020-2021	Variance from Final Budget 2020-2021	Proposed Budget 2021-2022	Variance from 20/21 Final Budget
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67040	Other travel expenses	\$ 160	\$ 35	\$ (125)	160	0
67200	Utilities	\$ 85,000	\$ 75,020	\$ (9,980)	85,000	0
67201	Utilities - Salvage Disposal	\$ 1,925	\$ 2,155	\$ 230	1,925	0
67990	Pre-Placement Drug Test	\$ 425	\$ -	\$ (425)	425	0
	<b>Services and Supplies</b>	<b>\$ 1,502,128</b>	<b>\$ 1,405,452</b>	<b>\$ (96,676)</b>	<b>\$ 1,333,146</b>	<b>\$ (168,982)</b>
<b>Other Charges</b>						
72800	Depreciation & amortization	\$ 257,000	265,700	\$ 8,700	257,000	0
	<b>Other Charges</b>	<b>\$ 257,000</b>	<b>\$ 265,700</b>	<b>\$ 8,700</b>	<b>\$ 257,000</b>	<b>\$ -</b>
<b>Fixed Assets</b>						
84070	Truck	\$ 55,475	42,439	\$ (13,036)	93,000	37,525
	<b>Fixed Assets</b>	<b>\$ 55,475</b>	<b>\$ 42,439</b>	<b>\$ (13,036)</b>	<b>\$ 93,000</b>	<b>\$ 37,525</b>
	<b>Grand Total - EXPENDITURES</b>	<b>\$ 5,357,538</b>	<b>\$ 4,788,435</b>	<b>\$ (569,102)</b>	<b>\$ 5,376,364</b>	<b>\$ 18,826</b>
	<b>Accounting Adjustments:</b>					
	Less Depreciation	\$ (257,000)	(257,000)	\$ -	\$ (257,000)	\$ -
	<b>Total Adjustments</b>	<b>\$ (257,000)</b>	<b>(257,000)</b>	<b>\$ -</b>	<b>\$ (257,000)</b>	<b>\$ -</b>
	<b>Adjusted EXPENDITURES</b>	<b>\$ 5,100,538</b>	<b>\$ 4,531,435</b>	<b>\$ (569,102)</b>	<b>\$ 5,119,364</b>	<b>\$ 18,826</b>
<b>Revenue</b>						
13000	Animal Licenses	\$ 537,646	245,065	\$ (292,581)	245,065	(292,581)
13001	Dog License Differential	\$ 243,962	167,313	\$ (76,649)	167,313	(76,649)
13010	Animal Permits	\$ 2,743	2,325	\$ (418)	2,325	(418)
15200	Other Court Fines	\$ 227,388	361,362	\$ 133,974	361,362	133,974
17000	Interest	\$ 103	897	\$ 794	897	794
18000	Rents & Concessions	\$ 35,929	38,853	\$ 2,924	38,853	2,924
	<b>Total Money &amp; Property Use Rev</b>	<b>\$ 1,047,771</b>	<b>\$ 815,815</b>	<b>\$ (231,956)</b>	<b>\$ 815,815</b>	<b>\$ (231,956)</b>
32610	Animal Adoption Charge	\$ 150,310	141,282	\$ (9,028)	141,282	(9,028)

Stanislaus Animal Services Agency  
Fiscal Year 2021-2022 Proposed Budget  
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32619	In House Vet Care	\$ 1,695	\$ 3,550	\$ 1,855	\$ 3,550	\$ 1,855
32630	Reclaim Fees	\$ 45,743	\$ 40,229	\$ (5,514)	\$ 40,229	\$ (5,514)
32640	A/C Board and Care	\$ 38,181	\$ 40,011	\$ 1,830	\$ 40,011	\$ 1,830
32641	Micro Chip	\$ 12,444	\$ 13,443	\$ 999	\$ 13,443	\$ 999
32675	Vaccination Fees	\$ 69,552	\$ 50,445	\$ (19,107)	\$ 50,445	\$ (19,107)
32730	Trap Rental Fees	\$ 972	\$ 861	\$ (111)	\$ 861	\$ (111)
32740	Owner Release Fees	\$ 34,166	\$ 15,609	\$ (18,557)	\$ 15,609	\$ (18,557)
32750	A/C Field Charges	\$ 3,383	\$ 5,925	\$ 2,542	\$ 5,925	\$ 2,542
32770	Quarantine Fee	\$ 6,249	\$ 8,507	\$ 2,258	\$ 8,507	\$ 2,258
	<b>Charges for Services</b>	<b>\$ 362,695</b>	<b>\$ 319,862</b>	<b>\$ (42,833)</b>	<b>\$ 319,862</b>	<b>\$ (42,833)</b>
40200	Other Sales	\$ 64	\$ 28	\$ (36)	\$ 28	\$ (36)
40400	Misc. Revenue	\$ 8,527	\$ 2,535	\$ (5,992)	\$ 2,535	\$ (5,992)
40510	Returned Checks	\$ 87	\$ 120	\$ 33	\$ 120	\$ 33
40840	Returned Check Fee	\$ 69	\$ 120	\$ 51	\$ 120	\$ 51
	<b>Miscellaneous Revenue</b>	<b>\$ 8,747</b>	<b>\$ 2,803</b>	<b>\$ (5,944)</b>	<b>\$ 2,803</b>	<b>\$ (5,944)</b>
	<b>Other Jurisdictional Revenue</b>	<b>\$ 149,151</b>	<b>\$ 187,453</b>	<b>\$ 38,302</b>	<b>\$ 187,453</b>	<b>\$ 38,302</b>
	<b>Total - REVENUE</b>	<b>\$ 1,568,364</b>	<b>\$ 1,325,933</b>	<b>\$ (242,431)</b>	<b>\$ 1,325,933</b>	<b>\$ (242,431)</b>

Stanislaus Animal Services Agency  
 Prior Years History - Operational Budget Fund 6181

Account	Description	A		B		C		D		E		F	
		2019-2020 Adopted Final Budget	Variance from Proposed Bud 2019- 2020	2019-2020 Actual	2020-2021 Adopted Final Budget	2020-2021 YE Projections	Variance from 2020-2021 Final Budget	2021-2022 Proposed Budget	Variance from 20/21 Final Budget	Variance from 20/21 YE Projections			
		B - A = C			D - A = E			D - B = F					
City of Modesto		\$ 1,436,325	\$ (25,398)	\$ 1,275,840	\$ 1,435,782	\$ 1,216,728	\$ (219,054)	\$ 1,434,720	\$ (1,061)	\$ 217,993			
City of Ceres		\$ 626,433	\$ (11,732)	\$ 579,163	\$ 742,455	\$ 671,700	\$ (70,755)	\$ 768,675	\$ 26,220	\$ 96,975			
City of Patterson		\$ 159,403	\$ (2,986)	\$ 147,375	\$ 219,767	\$ 198,912	\$ (20,854)	\$ 201,927	\$ (17,840)	\$ 3,015			
City of Waterford		\$ 79,341	\$ (1,486)	\$ 73,354	\$ 89,095	\$ 80,159	\$ (8,936)	\$ 86,912	\$ (2,183)	\$ 6,753			
City of Hughson		\$ 69,604	\$ (1,303)	\$ 64,351	\$ 83,155	\$ 74,592	\$ (8,563)	\$ 74,942	\$ (8,213)	\$ 350			
Stanislaus County		\$ 2,566,321	\$ (48,061)	\$ 2,372,667	\$ 2,530,285	\$ 2,289,345	\$ (240,940)	\$ 2,552,188	\$ 21,903	\$ 262,843			
<b>Total - Adjusted EXPENSES</b>		<b>\$ 4,937,427</b>	<b>\$ (90,966)</b>	<b>\$ 4,512,750</b>	<b>\$ 5,100,538</b>	<b>\$ 4,531,435</b>	<b>\$ (569,102)</b>	<b>\$ 5,119,364</b>	<b>\$ 18,826</b>	<b>\$ 587,929</b>			
City of Modesto		\$ 666,906	\$ -	\$ 641,716	\$ 679,262	\$ 622,307	\$ (56,955)	\$ 623,433	\$ (55,829)	\$ 1,126			
City of Ceres		\$ 190,269	\$ -	\$ 182,968	\$ 204,776	\$ 181,036	\$ (23,740)	\$ 181,582	\$ (23,194)	\$ 546			
City of Patterson		\$ 89,301	\$ -	\$ 93,462	\$ 101,753	\$ 78,103	\$ (23,650)	\$ 77,393	\$ (24,360)	\$ (710)			
City of Waterford		\$ 41,668	\$ -	\$ 53,299	\$ 53,257	\$ 41,426	\$ (11,831)	\$ 41,184	\$ (12,073)	\$ (242)			
City of Hughson		\$ 27,627	\$ -	\$ 39,608	\$ 39,541	\$ 30,498	\$ (9,043)	\$ 30,048	\$ (9,493)	\$ (450)			
Stanislaus County		\$ 534,112	\$ -	\$ 463,894	\$ 489,775	\$ 448,301	\$ (41,474)	\$ 447,852	\$ (41,923)	\$ (449)			
<b>Total - PARTNER REVENUE</b>		<b>\$ 1,549,883</b>	<b>\$ -</b>	<b>\$ 1,474,946</b>	<b>\$ 1,568,364</b>	<b>\$ 1,401,671</b>	<b>\$ (166,693)</b>	<b>\$ 1,401,492</b>	<b>\$ (166,872)</b>	<b>\$ (179)</b>			
City of Modesto		\$ 769,419	\$ (25,398)	\$ 634,124	\$ 756,520	\$ 594,420	\$ (162,100)	\$ 811,287	\$ 54,767	\$ 216,867			
City of Ceres		\$ 436,164	\$ (11,732)	\$ 396,195	\$ 537,679	\$ 490,664	\$ (47,015)	\$ 587,093	\$ 49,414	\$ 96,429			
City of Patterson		\$ 70,102	\$ (2,986)	\$ 53,912	\$ 118,014	\$ 120,809	\$ 2,796	\$ 124,534	\$ 6,520	\$ 3,725			
City of Waterford		\$ 37,673	\$ (1,486)	\$ 20,055	\$ 35,838	\$ 38,733	\$ 2,895	\$ 45,728	\$ 9,890	\$ 6,995			
City of Hughson		\$ 41,977	\$ (1,303)	\$ 24,743	\$ 43,614	\$ 44,094	\$ 480	\$ 44,894	\$ 1,280	\$ 800			
Stanislaus County		\$ 2,032,209	\$ (48,061)	\$ 1,908,773	\$ 2,040,510	\$ 1,841,044	\$ (199,466)	\$ 2,104,336	\$ 63,826	\$ 263,292			
<b>Total - CONTRIBUTIONS</b>		<b>\$ 3,387,544</b>	<b>\$ (90,966)</b>	<b>\$ 3,037,803</b>	<b>\$ 3,532,174</b>	<b>\$ 3,129,764</b>	<b>\$ (402,410)</b>	<b>\$ 3,717,872</b>	<b>\$ 185,698</b>	<b>\$ 588,108</b>			
Intake%													
Stanislaus County		38.9%		38.9%	42.6%			41.8%					
City of Modesto		10.9%		10.9%	38.3%			39.2%					
City of Ceres		2.8%		2.8%	12.5%			13.0%					
City of Patterson		1.4%		1.4%	3.7%			3.3%					
City of Waterford		1.2%		1.2%	1.5%			1.4%					
City of Hughson		44.8%		44.8%	1.4%			1.3%					
<b>Total</b>		<b>100.0%</b>		<b>100.0%</b>	<b>100.0%</b>			<b>100.0%</b>					

Expenditures

Salaries and Benefits

50000	Salaries and wages	\$ 1,745,287	\$ (100,671)	\$ 1,340,541	\$ 1,893,267	\$ 1,645,132	\$ (248,135)	\$ 1,986,618.57	\$ 93,352.00	\$ 341,486.57
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Stanislaus Animal Services Agency  
 Prior Years History - Operational Budget Fund 6181

Account	Description	A		B		C		D		E		F	
		2019-2020 Adopted Final Budget	Variance from Proposed Bud 2019- 2020	2019-2020 Actual	2020-2021 Adopted Final Budget	2020-2021 YE Projections	Variance from 2020-2021 Final Budget	2021-2022 Proposed Budget	Variance from 20/21 Final Budget	Variance from 20/21 YE Projections			
50010	Overtime/comp time paid	\$ 56,500	\$ -	\$ 63,977	\$ 60,400	\$ 54,917	\$ (5,483)	\$ 57,450.00	\$ (2,950.00)	\$ 2,533.00			
50020	Extra help	\$ 275,761	\$ -	\$ 238,982	\$ 135,483	\$ 63,832	\$ (71,651)	\$ 81,696.16	\$ (53,786.84)	\$ 17,864.16			
50100	Comp time taken	\$ -	\$ -	\$ 897	\$ -	\$ 460	\$ 460	\$ -	\$ -	\$ (460.00)			
50120	Personal Service Contract	\$ 66,095	\$ 66,095	\$ 46,119	\$ 66,095	\$ 61,797	\$ (4,298)	\$ 58,822.40	\$ (7,272.60)	\$ (2,974.60)			
50210	Vacation/holiday cash-out	\$ 40,000	\$ -	\$ 14,044	\$ 25,435	\$ 21,295	\$ (4,140)	\$ 22,000.00	\$ (3,435.00)	\$ 705.00			
50220	Termination cash-out	\$ 27,410	\$ -	\$ 31,134	\$ 14,787	\$ 11,488	\$ (3,299)	\$ 56,303.13	\$ 41,516.35	\$ 44,815.13			
52000	Retirement	\$ 478,060	\$ (30,126)	\$ 451,712	\$ 556,275	\$ 477,839	\$ (78,436)	\$ 597,249.82	\$ 40,975.14	\$ 119,410.82			
52010	FICA	\$ 130,283	\$ (4,715)	\$ 130,265	\$ 148,519	\$ 126,842	\$ (21,677)	\$ 156,819.80	\$ 8,300.47	\$ 29,977.80			
52020	Deferred comp - part-time	\$ -	\$ -	\$ 4,741	\$ -	\$ 1,368	\$ 1,368	\$ -	\$ -	\$ (1,368.00)			
53000	Group health insurance	\$ 540,328	\$ (25,568)	\$ 462,555	\$ 579,218	\$ 542,563	\$ (36,655)	\$ 606,377.04	\$ 27,158.96	\$ 63,814.04			
53020	Unemployment insurance	\$ 5,124	\$ (155)	\$ 5,550	\$ 4,800	\$ 9,052	\$ 4,252	\$ 4,872.00	\$ 72.00	\$ (4,180.00)			
53051	Benefits Admin Fee	\$ -	\$ -	\$ 1,537	\$ -	\$ 455	\$ 455	\$ -	\$ -	\$ (455.00)			
53081	Long Term disability	\$ 428	\$ (194)	\$ 393	\$ 659	\$ 341	\$ (318)	\$ 700.06	\$ 41.54	\$ 359.06			
54000	Workers compensation insur	\$ 34,398	\$ (1,042)	\$ 30,885	\$ 22,977	\$ 22,977	\$ -	\$ 24,529.00	\$ 1,552.00	\$ 1,552.00			
55000	Auto allowance	\$ 4,800	\$ -	\$ 4,652	\$ 4,800	\$ 4,800	\$ (0)	\$ 5,200.00	\$ 399.88	\$ 400.00			
55080	Professional development	\$ 2,500	\$ (900)	\$ -	\$ 3,400	\$ 2,500	\$ (900)	\$ 4,600.00	\$ 1,200.00	\$ 2,100.00			
55100	Uniform allowance	\$ 21,590	\$ -	\$ 17,684	\$ 19,260	\$ 19,260	\$ -	\$ 19,420.00	\$ 160.00	\$ 160.00			
55130	Deferred comp mgmt/confid	\$ 5,122	\$ (1,492)	\$ 5,399	\$ 7,560	\$ 5,249	\$ (2,311)	\$ 7,347.95	\$ (212.41)	\$ 2,098.95			
55140	Cafeteria pln hlth ben casho	\$ -	\$ -	\$ 3,396	\$ -	\$ 2,677	\$ 2,677	\$ 3,212.00	\$ 3,212.00	\$ 535.00			
<b>Subtotal - Salaries and Benefits</b>		<b>\$ 3,433,686</b>	<b>\$ (98,768)</b>	<b>\$ 3,137,188</b>	<b>\$ 3,542,934</b>	<b>\$ 3,074,844</b>	<b>\$ (468,090)</b>	<b>\$ 3,693,218</b>	<b>\$ 150,283</b>	<b>\$ 618,374</b>			

Services and Supplies

60400	Communications	\$ 42,408	\$ -	\$ 32,177	\$ 32,738	\$ 39,185	\$ 6,447	\$ 39,583	\$ 6,845	\$ 398
60600	Food	\$ -	\$ -	\$ -	\$ -	\$ 33	\$ 33	\$ -	\$ -	\$ (33)
60800	Cleaning & sanitary supplies	\$ 33,410	\$ -	\$ 38,804	\$ 44,840	\$ 39,151	\$ (5,689)	\$ 40,258	\$ (4,582)	\$ 1,107
60860	Contract janitorial	\$ 11,720	\$ -	\$ 11,306	\$ 11,335	\$ 14,349	\$ 3,014	\$ 15,257	\$ 3,922	\$ 908
61010	Fire,ece & smp insurance-pu	\$ 3,340	\$ -	\$ 3,186	\$ 3,505	\$ 4,834	\$ 1,329	\$ 5,371	\$ 1,866	\$ 537
61070	Crime & fidelity-purchased	\$ 35	\$ -	\$ 205	\$ 245	\$ 264	\$ 19	\$ 270	\$ 25	\$ 6
61180	Excess insurance-purchased	\$ 35,750	\$ -	\$ 35,683	\$ 39,255	\$ 45,730	\$ 6,475	\$ 43,181	\$ 3,926	\$ (2,549)
61600	Maintenance-equipment	\$ 22,460	\$ -	\$ 24,592	\$ 28,005	\$ 25,287	\$ (2,718)	\$ 20,682	\$ (7,323)	\$ (4,605)
61800	Maintenance-structures & gr	\$ 8,850	\$ -	\$ 45,110	\$ 35,805	\$ 34,172	\$ (1,633)	\$ 70,729	\$ 34,924	\$ 36,557
62030	Laboratory supplies	\$ 213,300	\$ -	\$ 159,237	\$ 213,635	\$ 190,915	\$ (22,720)	\$ 192,043	\$ (21,592)	\$ 1,128
62200	Memberships	\$ 500	\$ -	\$ 1,000	\$ 500	\$ 500	\$ -	\$ 500	\$ -	\$ -
62210	Annual License for software	\$ 35,060	\$ -	\$ 34,203	\$ 35,800	\$ 36,283	\$ 483	\$ 28,844	\$ (6,956)	\$ (7,439)
62400	Miscellaneous expense	\$ -	\$ -	\$ -	\$ 101,279	\$ -	\$ (101,279)	\$ 1,439	\$ (99,840)	\$ 1,439

Stanislaus Animal Services Agency  
 Prior Years History - Operational Budget Fund 6181

Account	Description	A		B		C		D		E		F	
		2019-2020 Adopted Final Budget	Variance from Proposed Bud 2019-2020	2019-2020 Actual	2020-2021 Adopted Final Budget	2020-2021 YE Projections	Variance from 2020-2021 Final Budget	2021-2022 Proposed Budget	Variance from 20/21 Final Budget	Variance from 20/21 YE Projections			
62401	Safety Incentive Program	\$ 520	\$ -	\$ 266	\$ 462	\$ 429	\$ (33)	\$ 429	\$ (33)	\$ -			
62450	Indirect Costs	\$ 10,095	\$ -	\$ (4,041)	\$ 7,770	\$ 7,770	\$ -	\$ 7,770	\$ -	\$ -			
62600	Office supplies	\$ 15,630	\$ -	\$ 7,395	\$ 9,495	\$ 7,041	\$ (2,454)	\$ 11,699	\$ 2,204	\$ 4,658			
62601	Office safety equipment	\$ 725	\$ -	\$ 1,754	\$ 1,070	\$ 557	\$ (513)	\$ 1,070	\$ -	\$ 513			
62630	Outside printing service	\$ 21,130	\$ -	\$ 10,210	\$ 6,820	\$ 1,751	\$ (5,069)	\$ 2,534	\$ (4,286)	\$ 783			
62730	Postage	\$ 25,710	\$ -	\$ 23,918	\$ 27,652	\$ 27,652	\$ -	\$ 29,732	\$ 2,080	\$ 2,080			
62750	Other mail room expense	\$ 12,050	\$ -	\$ 8,371	\$ 10,796	\$ 10,796	\$ -	\$ 11,336	\$ 540	\$ 540			
62790	Subscriptions	\$ 1,270	\$ -	\$ 1,539	\$ 500	\$ 4,684	\$ 4,184	\$ 1,560	\$ 1,060	\$ (3,124)			
62840	Computer Software - Non As	\$ -	\$ -	\$ 3,402	\$ 2,200	\$ 40	\$ (2,160)	\$ 2,200	\$ -	\$ 2,160			
62861	Computer Equipment - Non	\$ -	\$ -	\$ -	\$ -	\$ 487	\$ 487	\$ -	\$ -	\$ (487)			
62980	Exp. Computer Equip. To \$5,	\$ -	\$ -	\$ 5,113	\$ -	\$ 4,260	\$ 4,260	\$ 2,563	\$ 2,563	\$ (1,697)			
62990	Exp. Equipment - To \$5,000	\$ -	\$ -	\$ 18,152	\$ -	\$ 439	\$ 439	\$ -	\$ -	\$ (439)			
63000	Professional & special servic	\$ 143,050	\$ -	\$ 168,157	\$ 172,316	\$ 201,096	\$ 28,780	\$ 192,189	\$ 19,873	\$ (8,907)			
63090	Auditing & accounting	\$ 31,080	\$ -	\$ 31,805	\$ 35,998	\$ 35,998	\$ -	\$ 37,078	\$ 1,080	\$ 1,080			
63110	Outside auditor	\$ 10,100	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -			
63220	Fingerprint processing	\$ 2,535	\$ -	\$ 1,302	\$ 1,400	\$ 262	\$ (1,138)	\$ 1,400	\$ -	\$ 1,138			
63280	Contracts	\$ 1,740	\$ -	\$ (139)	\$ 1,130	\$ 1,130	\$ -	\$ 1,130	\$ -	\$ -			
63640	Legal services	\$ 3,600	\$ -	\$ 1,800	\$ 3,600	\$ 960	\$ (2,640)	\$ 3,600	\$ -	\$ 2,640			
63645	Landscape services	\$ 11,100	\$ -	\$ 9,885	\$ 9,825	\$ 9,707	\$ (118)	\$ 9,825	\$ -	\$ 118			
63710	Veterinary services - spay or	\$ 248,880	\$ 7,800	\$ 241,072	\$ 130,000	\$ 174,834	\$ 44,834	\$ -	\$ (130,000)	\$ (174,834)			
63716	Veterinary Services - Treatm	\$ 24,500	\$ -	\$ 39,662	\$ 38,475	\$ 28,845	\$ (9,630)	\$ 38,475	\$ -	\$ 9,630			
63850	Bank costs	\$ 13,945	\$ -	\$ 16,477	\$ 16,865	\$ 16,865	\$ -	\$ 17,253	\$ 388	\$ 388			
63990	Outside dp services	\$ 110,615	\$ -	\$ 109,924	\$ 134,914	\$ 134,914	\$ -	\$ 141,660	\$ 6,746	\$ 6,746			
64410	Vehicle repair	\$ 9,505	\$ -	\$ 57,264	\$ 14,358	\$ 29,542	\$ 15,184	\$ 51,549	\$ 37,191	\$ 22,007			
64750	Marketing	\$ 5,500	\$ -	\$ 2,041	\$ 3,240	\$ 448	\$ (2,792)	\$ 3,240	\$ -	\$ 2,792			
65100	Rents & leases-equipment	\$ 4,320	\$ -	\$ 3,366	\$ 4,405	\$ 2,999	\$ (1,406)	\$ 3,227	\$ (1,178)	\$ 228			
65200	Alarm & answering services	\$ 43,025	\$ -	\$ 71,564	\$ 68,765	\$ 61,337	\$ (7,428)	\$ 61,337	\$ (7,428)	\$ -			
65220	Capital lease reduction	\$ 8,395	\$ -	\$ 2,098	\$ 8,395	\$ -	\$ (8,395)	\$ -	\$ (8,395)	\$ -			
65500	Small tools & instruments	\$ -	\$ -	\$ 383	\$ 785	\$ -	\$ (785)	\$ 785	\$ -	\$ 785			
65725	Micro chip expense	\$ 39,800	\$ -	\$ 19,302	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -			
65780	Education & training	\$ 32,681	\$ -	\$ 13,953	\$ 15,000	\$ 3,848	\$ (11,152)	\$ 15,000	\$ -	\$ 11,152			
65810	Other supportive services	\$ 3,300	\$ -	\$ 3,102	\$ 3,185	\$ 3,864	\$ 679	\$ 4,057	\$ 872	\$ 193			
65840	Animal food	\$ 30,000	\$ -	\$ 24,216	\$ 30,155	\$ 11,220	\$ (18,935)	\$ 20,000	\$ (10,155)	\$ 8,780			
66040	Hazardous waste disposal	\$ 6,825	\$ -	\$ 6,318	\$ 7,025	\$ 8,051	\$ 1,026	\$ 8,051	\$ 1,026	\$ 0			

Stanislaus Animal Services Agency  
 Prior Years History - Operational Budget Fund 6181

		A		B		C		D		E		F	
Account	Description	2019-2020 Adopted Final Budget	Variance from Proposed Bud 2019- 2020	2019-2020 Actual	2020-2021 Adopted Final Budget	2020-2021 YE Projections	Variance from 2020-2021 Final Budget	2021-2022 Proposed Budget	Variance from 20/21 Final Budget	Variance from 20/21 YE Projections			
66070	Bottled water services	\$ 695	\$ -	\$ 834	\$ 850	\$ 850	\$ -	\$ 850	\$ -	\$ -			
66210	Licenses & fees	\$ 2,535	\$ -	\$ 958	\$ 600	\$ 660	\$ 60	\$ 975	\$ 375	\$ 315			
66260	Gasoline,oil & fuel-vehicle	\$ 39,200	\$ -	\$ 37,244	\$ 37,580	\$ 45,193	\$ 7,613	\$ 42,502	\$ 4,922	\$ (2,691)			
66280	Operating supplies	\$ 15,650	\$ -	\$ 21,193	\$ 27,045	\$ 23,891	\$ (3,154)	\$ 27,403	\$ 358	\$ 3,512			
67040	Other travel expenses	\$ 200	\$ -	\$ 233	\$ 160	\$ 35	\$ (125)	\$ 160	\$ -	\$ 125			
67200	Utilities	\$ 85,000	\$ -	\$ 67,197	\$ 85,000	\$ 75,020	\$ (9,980)	\$ 85,000	\$ -	\$ 9,980			
67201	Utilities - Salvage Disposal	\$ 1,500	\$ -	\$ 1,721	\$ 1,925	\$ 2,155	\$ 230	\$ 1,925	\$ -	\$ (230)			
67990	Pre-Placement Drug Test	\$ 500	\$ -	\$ 1,702	\$ 425	\$ -	\$ (425)	\$ 425	\$ -	\$ 425			
<b>Subtotal - Services and Supplies</b>		<b>\$ 1,423,739</b>	<b>\$ 7,800</b>	<b>\$ 1,427,062</b>	<b>\$ 1,502,128</b>	<b>\$ 1,405,452</b>	<b>\$ (96,676)</b>	<b>\$ 1,333,146</b>	<b>\$ (168,982)</b>	<b>\$ (72,306)</b>			
<b>Other Charges</b>													
72800	Depreciation & amortization	\$ 257,000	\$ -	\$ 243,312	\$ 257,000	\$ 265,700	\$ 8,700	\$ 257,000	\$ -	\$ (8,700)			
<b>Subtotal - Other Charges</b>		<b>\$ 257,000</b>	<b>\$ -</b>	<b>\$ 243,324</b>	<b>\$ 257,000</b>	<b>\$ 265,700</b>	<b>\$ 8,700</b>	<b>\$ 257,000</b>	<b>\$ -</b>	<b>\$ (8,700)</b>			
<b>Fixed Assets</b>													
84070	Cars/Truck	\$ 120,227	\$ 40,227	\$ 40,237	\$ 55,475	\$ 42,439	\$ (13,036)	\$ 93,000	\$ 37,525	\$ 50,561			
<b>Subtotal - Fixed Assets</b>		<b>\$ 120,227</b>	<b>\$ 40,227</b>	<b>\$ 10</b>	<b>\$ 55,475</b>	<b>\$ 42,439</b>	<b>\$ (13,036)</b>	<b>\$ 93,000</b>	<b>\$ 37,525</b>	<b>\$ 50,561</b>			
<b>Grand Total - EXPENDITURES</b>		<b>\$ 5,234,652</b>	<b>\$ (50,741)</b>	<b>\$ 4,807,584</b>	<b>\$ 5,357,538</b>	<b>\$ 4,788,435</b>	<b>\$ (569,102)</b>	<b>\$ 5,376,364</b>	<b>\$ 18,826</b>	<b>\$ 587,929</b>			
Less Other Jurisd. Rev. Offset		\$ -	\$ -	\$ -	\$ -								
<b>Net Expenditures</b>		<b>\$ 5,234,652</b>	<b>\$ (50,741)</b>	<b>\$ 4,807,584</b>	<b>\$ 5,357,538</b>	<b>\$ 4,788,435</b>	<b>\$ (569,102)</b>	<b>\$ 5,376,364</b>	<b>\$ 18,826</b>	<b>\$ 587,929</b>			
<b>Accounting Adjustments:</b>													
Depr., Water Syst, Comp Equip.		\$ (257,000)	\$ -	\$ (243,312)	\$ (257,000)	\$ (257,000)	\$ -	\$ (257,000)	\$ -	\$ -			
Total Adjustments		\$ (297,227)		\$ (294,834)	\$ (257,000)	\$ (257,000)	\$ -	\$ (257,000)	\$ -	\$ -			
<b>Adjusted EXPENDITURES</b>		<b>\$ 4,937,425</b>	<b>\$ (90,968)</b>	<b>\$ 4,512,750</b>	<b>\$ 5,100,538</b>	<b>\$ 4,531,435</b>	<b>\$ (569,102)</b>	<b>\$ 5,119,364</b>	<b>\$ 18,826</b>	<b>\$ 587,929</b>			
<b>Revenue</b>													
13000	Animal Licenses	\$ 474,865	\$ -	\$ 461,775	\$ 537,646	\$ 245,065	\$ (292,581)	\$ 245,065	\$ (292,581)	\$ -			
13001	Dog License Differential	\$ 178,096	\$ -	\$ 224,628	\$ 243,962	\$ 167,313	\$ (76,649)	\$ 167,313	\$ (76,649)	\$ -			
13010	Animal Permits	\$ 3,501	\$ -	\$ 2,300	\$ 2,743	\$ 2,325	\$ (418)	\$ 2,325	\$ (418)	\$ -			
15200	Fines	\$ 293,135	\$ -	\$ 271,069	\$ 227,388	\$ 361,362	\$ 133,974	\$ 361,362	\$ 133,974	\$ -			
17000-170	Interest	\$ 8,600	\$ -	\$ 10,915	\$ 103	\$ 897	\$ 794	\$ 897	\$ 794	\$ -			

Stanislaus Animal Services Agency  
 Prior Years History - Operational Budget Fund 6181

Account	Description	A		B		C		D		E		F	
		2019-2020 Adopted Final Budget	Variance from Proposed Bud 2019- 2020	2019-2020 Actual	2020-2021 Adopted Final Budget	2020-2021 YE Projections	Variance from 2020-2021 Final Budget	2021-2022 Proposed Budget	Variance from 20/21 Final Budget	Variance from 20/21 YE Projections			
18000	Rents & Concessions	\$ 30,233	\$ -	\$ 30,517	\$ 35,929	\$ 38,853	\$ 2,924	\$ 38,853	\$ 2,924	\$ -			
	<b>Total Money &amp; Property Use Rev</b>	<b>\$ 988,430</b>	<b>\$ -</b>	<b>\$ 1,001,203</b>	<b>\$ 1,047,771</b>	<b>\$ 815,815</b>	<b>\$ (231,956)</b>	<b>\$ 815,815</b>	<b>\$ (231,956)</b>	<b>\$ -</b>			
32610	Animal Adoption Charge	\$ 152,704	\$ -	\$ 143,464	\$ 150,310	\$ 141,282	\$ (9,028)	\$ 141,282	\$ (9,028)	\$ -			
32619	In House Vet Care	\$ 1,878	\$ -	\$ 1,563	\$ 1,695	\$ 3,550	\$ 1,855	\$ 3,550	\$ 1,855	\$ -			
32630	Reclaim Fees	\$ 49,009	\$ -	\$ 44,089	\$ 45,743	\$ 40,229	\$ (5,514)	\$ 40,229	\$ (5,514)	\$ -			
32640	A/C Board and Care	\$ 34,520	\$ -	\$ 41,081	\$ 38,181	\$ 40,011	\$ 1,830	\$ 40,011	\$ 1,830	\$ -			
32641	Micro Chip	\$ 17,895	\$ -	\$ 10,971	\$ 12,444	\$ 13,443	\$ 999	\$ 13,443	\$ 999	\$ -			
32675	Vaccination Fees	\$ 120,121	\$ -	\$ 58,383	\$ 69,552	\$ 50,445	\$ (19,107)	\$ 50,445	\$ (19,107)	\$ -			
32730	Trap Rental Fees	\$ 430	\$ -	\$ 540	\$ 972	\$ 861	\$ (111)	\$ 861	\$ (111)	\$ -			
32740	Owner Release Fees	\$ 33,621	\$ -	\$ 29,264	\$ 34,166	\$ 15,609	\$ (18,557)	\$ 15,609	\$ (18,557)	\$ -			
32750	A/C Field Charges	\$ 4,794	\$ -	\$ 3,291	\$ 3,383	\$ 5,925	\$ 2,542	\$ 5,925	\$ 2,542	\$ -			
32770	Quarantine Fee	\$ 8,344	\$ -	\$ 6,928	\$ 6,249	\$ 8,507	\$ 2,258	\$ 8,507	\$ 2,258	\$ -			
	<b>Charges for Services</b>	<b>\$ 423,316</b>	<b>\$ -</b>	<b>\$ 339,575</b>	<b>\$ 362,695</b>	<b>\$ 319,862</b>	<b>\$ (42,833)</b>	<b>\$ 319,862</b>	<b>\$ (42,833)</b>	<b>\$ -</b>			
40200	Other sales	\$ 102	\$ -	\$ 89	\$ 64	\$ 28	\$ (36)	\$ 28	\$ (36)	\$ -			
40400	Misc. Revenue	\$ -	\$ -	\$ 73	\$ 8,527	\$ 2,535	\$ (5,992)	\$ 2,535	\$ (5,992)	\$ -			
40510	Returned Checks	\$ 37	\$ -	\$ (296)	\$ 87	\$ 120	\$ 33	\$ 120	\$ 33	\$ -			
40840	Returned Check Fee	\$ 141	\$ -	\$ 38	\$ 69	\$ 120	\$ 51	\$ 120	\$ 51	\$ -			
	Miscellaneous Revenue	\$ 319	\$ -	\$ (96)	\$ 8,747	\$ 2,803	\$ (5,944)	\$ 2,803	\$ (5,944)	\$ -			
	Other Jurisdictional Revenue	\$ 137,818	\$ -	\$ 134,264	\$ 149,151	\$ 187,453	\$ 38,302	\$ 187,453	\$ 38,302	\$ -			
	<b>Total - REVENUE</b>	<b>\$ 1,549,883</b>	<b>\$ -</b>	<b>\$ 1,474,946</b>	<b>\$ 1,568,364</b>	<b>\$ 1,325,933</b>	<b>\$ (242,431)</b>	<b>\$ 1,325,933</b>	<b>\$ (242,431)</b>	<b>\$ -</b>			
	Less Other Jurisdiction Rev.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	<b>Net - REVENUE</b>	<b>\$ 1,549,883</b>	<b>\$ -</b>	<b>\$ 1,474,946</b>	<b>\$ 1,568,364</b>	<b>\$ 1,325,933</b>	<b>\$ (242,431)</b>	<b>\$ 1,325,933</b>	<b>\$ (242,431)</b>	<b>\$ -</b>			



Stanislaus Animal Services Agency  
 Fiscal Year 2021-2022 Proposed Budget  
 Fund 6180 - Debt Service

	Stanislaus County	City of Modesto	City of Ceres	City of Patterson	City of Waterford	City of Hughson	<u>Total</u>
Cost Share (Avg Intake FY '08, '09 & '10)	40.5%	42.9%	11.1%	2.6%	1.7%	1.2%	100.0%
Estimated Balance as of June 30, 2021	-	2,710,446	701,299	-	89,268	75,816	3,576,829
July 2021 - June 2022 Debt Service by Partner	\$0	\$170,218	\$44,042	\$0	\$6,745	\$4,761	\$225,766
<b>Final Debt Service for FY 2021-2022</b>	<b>\$0</b>	<b>\$170,218</b>	<b>\$44,042</b>	<b>\$0</b>	<b>\$6,745</b>	<b>\$4,761</b>	<b>\$225,766</b>
Quarterly Payments	-	\$42,555	\$11,011	-	\$1,686	\$1,190	\$56,442

**Footnote:** Stanislaus County and City of Patterson have fully paid off their portion of the debt.

Stanislaus Animal Services Agency  
 Fiscal Year 2021-2022 Proposed Budget  
 Fund 6182 - Donations

Account	Description	2020-2021			2021-2022			
		Adopted Final Budget 2020-2021	YE Projections 2020-2021	Variance from Final Budget 2020-2021 B - A = C	Petco Grant	Donations Spay/Neuter	Proposed Budget 2021-2022	Variance from 20/21 Final Budget F - A = G
<b>Salaries and Benefits</b>								
50020	Extra Help - Foster Program	\$ 47,160	\$ 47,160	\$ -	\$ 47,160		\$ 47,160	\$ -
	<b>Salaries and Benefits</b>	<b>\$ 47,160</b>	<b>\$ 47,160</b>	<b>\$ -</b>	<b>\$ 47,160</b>	<b>\$ -</b>	<b>\$ 47,160</b>	<b>\$ -</b>
<b>Services and Supplies</b>								
61800	Maintenance-structures & ground	\$ -	\$ 15,382	\$ 15,382	\$ -		\$ -	\$ -
63000	Professional & special serv	\$ 535	\$ 2,444	\$ 1,909	\$ -	\$ 1,300	\$ 1,300	\$ 1,300
63090	Auditing & accounting	\$ 1,215	\$ 1,504	\$ 289	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
63710	Veterinary services - spay or neuter	\$ 176,790	\$ 4,456	\$ (172,334)	\$ 65,340	\$ 65,906	\$ 131,246	\$ 65,906
63714	Big Fix Program	\$ -	\$ 37,224	\$ 37,224	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
	<b>Services and Supplies</b>	<b>\$ 178,540</b>	<b>\$ 61,010</b>	<b>\$ (117,530)</b>	<b>\$ 65,340</b>	<b>\$ 118,706</b>	<b>\$ 184,046</b>	<b>\$ 118,706</b>
	<b>Total - EXPENDITURES</b>	<b>\$ 225,700</b>	<b>\$ 108,170</b>	<b>\$ (117,530)</b>	<b>\$ 112,500</b>	<b>\$ 118,706</b>	<b>\$ 231,206</b>	<b>\$ 118,706</b>
13005	Cat Licenses	\$ 100	\$ 14	\$ (86)	\$ -	\$ 100	\$ 100	\$ 100
13015	Animal Litter permit	\$ 2,000	\$ 1,200	\$ (800)	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
13040	Delinquent penalties	\$ 43,000	\$ 62,173	\$ 19,173	\$ -	\$ 43,000	\$ 43,000	\$ 43,000
13041	Animal Litter permit fine		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13042	Animal Litter penalty		\$ 60	\$ 60	\$ -	\$ -	\$ -	\$ -
16015	Animal State Imposed fine	\$ 21,000	\$ 22,409	\$ 1,409	\$ -	\$ 21,000	\$ 21,000	\$ 21,000
17000	Interest	\$ 4,000	\$ 6,975	\$ 2,975	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
32650	32650 SCATE voucher fee	\$ -	\$ 11,985	\$ 11,985	\$ -	\$ -	\$ -	\$ -
40590	Donations & Contributions	\$ 43,100	\$ 15,916	\$ (27,184)	\$ -	\$ 43,100	\$ 43,100	\$ 43,100
	Contributions - PETCO Grant	\$ 112,500	\$ 131,343	\$ 18,843	\$ 112,500	\$ -	\$ 112,500	\$ -
	<b>Total - REVENUE</b>	<b>\$ 225,700</b>	<b>\$ 252,075</b>	<b>\$ 26,375</b>	<b>\$ 112,500</b>	<b>\$ 113,200</b>	<b>\$ 225,700</b>	<b>\$ 113,200</b>
	<b>Revenue Less Expenses</b>	<b>\$ -</b>	<b>\$ 143,905</b>	<b>\$ 143,905</b>	<b>\$ -</b>	<b>\$ (5,506)</b>	<b>\$ (5,506)</b>	<b>\$ (5,506)</b>

Stanislaus Animal Services Agency  
 FY 2021-2022 Budget Accounting (Revenue Detail)

GL Project  Account	18101 City of Modesto						18102 City of Ceres					
	Final Budget 20/21	Year End Projected 20/21	Increase/ Decrease From Final Budget 20/21	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21	Final Budget 20/21	Year End Projected 20/21	Increase/ Decrease From Final Budget 20/21	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21
Animal Licenses 13000	248,362	126,817	(121,545)	126,817	(121,545)	-	61,827	32,090	(29,737)	32,090	(29,737)	-
Dog Lic. Differential 13001	95,318	72,574	(22,744)	72,574	(22,744)	-	36,374	24,892	(11,482)	24,892	(11,482)	-
Animal Permits 13010	-	-	-	-	-	-	171	-	(171)	-	(171)	-
Fines 15200	81,021	169,194	88,173	169,194	88,173	-	35,968	57,058	21,090	57,058	21,090	-
Interest 17000	-	454	454	454	454	-	-	128	128	-	(128)	-
Rents & Concessions 18000	13,761	15,347	1,586	15,548	1,787	201	4,491	5,009	518	5,129	638	120
Animal AdoptionS 32610	84,450	83,104	(1,346)	83,104	(1,346)	-	18,056	16,701	(1,355)	16,701	(1,355)	-
In House Vet Care 32619	386	1,916	1,530	1,916	1,530	-	69	443	374	443	374	-
Vet Disposal fees 32620	-	-	-	-	-	-	-	-	-	-	-	-
Reclaim Fees 32630	21,273	17,921	(3,352)	17,921	(3,352)	-	5,788	4,208	(1,580)	4,208	(1,580)	-
A/C Board & Care 32640	15,972	17,819	1,847	17,819	1,847	-	3,969	3,628	(341)	3,628	(341)	-
Micro Chip 32641	5,271	6,818	1,547	6,818	1,547	-	1,714	1,658	(56)	1,658	(56)	-
Vaccination Fees 32675	32,741	28,057	(4,684)	28,057	(4,684)	-	9,417	7,023	(2,394)	7,023	(2,394)	-
Trap Rental Fees 32730	593	224	(369)	224	(369)	-	129	-	(129)	-	(129)	-
Owner Release Fees 32740	17,964	7,119	(10,845)	7,119	(10,845)	-	5,846	1,931	(3,915)	1,931	(3,915)	-
A/C Field Charges 32750	77	447	370	447	370	-	463	1,475	1,012	1,475	1,012	-
Quarantine Fee 32770	1,474	2,292	818	2,292	818	-	771	1,364	593	1,364	593	-
Other sales 40200	3	2	(1)	2	(1)	-	14	14	-	14	-	-
Misc. Revenue 40400	3,265	1,342	(1,923)	1,342	(1,923)	-	1,066	310	(756)	310	(756)	-
Rebates&refunds 40445	-	-	-	-	-	-	-	-	-	-	-	-
Returned Checks 40510	171	26	(145)	26	(145)	-	-	-	-	-	-	-
Returned Check Fee 40840	34	44	10	44	10	-	-	-	-	-	-	-
Other Jurisdiction 40860	57,125	70,790	13,665	71,715	14,590	925	18,644	23,104	4,460	23,658	5,014	554
<b>Total Revenue</b>	<b>679,261</b>	<b>622,307</b>	<b>(56,954)</b>	<b>623,433</b>	<b>(55,828)</b>	<b>1,126</b>	<b>204,777</b>	<b>181,036</b>	<b>(23,741)</b>	<b>181,582</b>	<b>(23,195)</b>	<b>546</b>

Stanislaus Animal Services Agency  
 FY 2021-2022 Budget Accounting (Revenue Detail)

GL Project  Account	18104 City of Patterson						18105 City of Waterford					
	Final Budget 20/21	Year End Projected 20/21	Increase/ Decrease From Final Budget 20/21	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21	Final Budget 20/21	Year End Projected 20/21	Increase/ Decrease From Final Budget	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21
Animal Licenses 13000	33,802	18,328	(15,474)	18,328	(15,474)	-	24,449	9,173	(15,276)	9,173	(15,276)	-
Dog Lic. Differential 13001	19,054	13,417	(5,637)	13,417	(5,637)	-	12,434	6,249	(6,185)	6,249	(6,185)	-
Animal Permits 13010			-		-	-	-	-	-	-	-	-
Fines 15200	19,076	21,211	2,135	21,211	2,135	-	5,220	14,213	8,993	14,213	8,993	-
Interest 17000	-	34	34	-	-	(34)	-	18	18	-	-	(18)
Rents & Concessions 18000	1,329	1,483	154	1,362	33	(121)	539	601	62	561	22	(40)
Animal AdoptionS 32610	5,816	7,935	2,119	7,935	2,119	-	2,718	3,583	865	3,583	865	-
In House Vet Care 32619	658	38	(620)	38	(620)	-		147	147	147	147	-
Vet Disposal fees 32620			-		-	-						-
Reclaim Fees 32630	3,005	1,668	(1,337)	1,668	(1,337)	-	849	878	29	878	29	-
A/C Board & Care 32640	4,159	1,620	(2,539)	1,620	(2,539)	-	1,375	1,085	(290)	1,085	(290)	-
Micro Chip 32641	686	415	(271)	415	(271)	-	446	305	(141)	305	(141)	-
Vaccination Fees 32675	4,954	2,640	(2,314)	2,640	(2,314)	-	1,646	1,186	(460)	1,186	(460)	-
Trap Rental Fees 32730	113	139	26	139	26	-	7		(7)		(7)	-
Owner Release Fees 32740	1,474	780	(694)	780	(694)	-	669	425	(244)	425	(244)	-
A/C Field Charges 32750	845	835	(10)	835	(10)	-	454	344	(110)	344	(110)	-
Quarantine Fee 32770	943	545	(398)	545	(398)	-	171	273	102	273	102	-
Other sales 40200	3	-	(3)	-	(3)	-		2	2	2	2	-
Misc. Revenue 40400	315	154	(161)	154	(161)	-	128	58	(70)	58	(70)	-
Rebates&refunds 40445			-		-	-						-
Returned Checks 40510		-	-	-	-	-	(84)	92	176	92	176	-
Returned Check Fee 40840		22	22	22	22	-		22	22	22	22	-
Other Jurisdiction 40860	5,519	6,839	1,320	6,284	765	(555)	2,237	2,772	535	2,588	351	(184)
<b>Total Revenue</b>	<b>101,751</b>	<b>78,103</b>	<b>(23,648)</b>	<b>77,393</b>	<b>(24,358)</b>	<b>(710)</b>	<b>53,258</b>	<b>41,426</b>	<b>(11,832)</b>	<b>41,184</b>	<b>(12,074)</b>	<b>(242)</b>

Stanislaus Animal Services Agency  
 FY 2021-2022 Budget Accounting (Revenue Detail)

GL Project  Account	18103 City of Hughson						18100 Stanislaus County					
	Final Budget 20/21	Year End Projected 20/21	Increase/Decrease From Final Budget	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21	Final Budget 20/21	Year End Projected 20/21	Increase/Decrease From Final Budget	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21
Animal Licenses 13000	16,701	6,983	(9,718)	6,983	(9,718)	-	152,504	77,757	(74,747)	77,757	(74,747)	-
Dog Lic. Differential 13001	7,937	4,815	(3,122)	4,815	(3,122)	-	72,845	53,685	(19,160)	53,685	(19,160)	-
Animal Permits 13010	-	-	-	-	-	-	2,571	2,291	(280)	2,291	(280)	-
Fines 15200	6,441	9,885	3,444	9,885	3,444	-	79,662	107,285	27,623	107,285	27,623	-
Interest 17000	-	-	-	-	-	-	103	265	162	265	162	-
Rents & Concessions 18000	503	561	58	481	(22)	(80)	15,306	17,070	1,764	16,990	1,684	(80)
Animal AdoptionS 32610	1,552	2,422	870	2,422	870	-	37,719	36,410	(1,309)	36,410	(1,309)	-
In House Vet Care 32619	-	38	38	38	38	-	583	2,556	1,973	2,556	1,973	-
Vet Disposal fees 32620	-	-	-	-	-	-	-	-	-	-	-	-
Reclaim Fees 32630	574	758	184	758	184	-	14,254	15,206	952	15,206	952	-
A/C Board & Care 32640	669	671	2	671	2	-	12,038	17,601	5,563	17,601	5,563	-
Micro Chip 32641	171	231	60	231	60	-	4,155	4,844	689	4,844	689	-
Vaccination Fees 32675	1,551	1,015	(536)	1,015	(536)	-	19,243	18,904	(339)	18,904	(339)	-
Trap Rental Fees 32730	-	-	-	-	-	-	130	134	4	134	4	-
Owner Release Fees 32740	849	175	(674)	175	(674)	-	7,365	4,562	(2,803)	4,562	(2,803)	-
A/C Field Charges 32750	154	196	42	196	42	-	1,389	5,300	3,911	5,300	3,911	-
Quarantine Fee 32770	231	109	(122)	109	(122)	-	2,657	5,073	2,416	5,073	2,416	-
Other sales 40200	-	-	-	-	-	-	44	16	(28)	16	(28)	-
Misc. Revenue 40400	119	51	(68)	51	(68)	-	3,634	572	(3,062)	572	(3,062)	-
Rebates&refunds 40445	-	-	-	-	-	-	-	-	-	-	-	-
Returned Checks 40510	-	-	-	-	-	-	-	12	12	12	12	-
Returned Check Fee 40840	-	-	-	-	-	-	34	20	(14)	20	(14)	-
Other Jurisdiction 40860	2,088	2,588	500	2,218	130	(370)	63,539	78,738	15,199	78,369	14,830	(369)
<b>Total Revenue</b>	<b>39,540</b>	<b>30,498</b>	<b>(9,042)</b>	<b>30,048</b>	<b>(9,492)</b>	<b>(450)</b>	<b>489,775</b>	<b>448,301</b>	<b>(41,474)</b>	<b>447,852</b>	<b>(41,923)</b>	<b>(449)</b>

Stanislaus Animal Services Agency  
 FY 2021-2022 Budget Accounting (Revenue Detail)

GL Project  Account	Total					
	Final Bud 20/21	Year End Projected 20/21	Increase/ Decrease From Final Budget 20/21	Proposed Budget 21/22	Variance from Final Budget 20/21	Variance from YE Proj 20/21
Animal Licenses 13000	537,645	271,148	(266,497)	271,148	(266,497)	-
Dog Lic. Differential 13001	243,962	175,632	(68,330)	175,632	(68,330)	-
Animal Permits 13010	2,742	2,291	(451)	2,291	(451)	-
Fines 15200	227,388	378,846	151,458	378,846	151,458	-
Interest 17000	103	899	796	719	616	(180)
Rents & Concessions 18000	35,929	40,071	4,142	40,071	4,142	-
Animal AdoptionS 32610	150,311	150,155	(156)	150,155	(156)	-
In House Vet Care 32619	1,696	5,138	3,442	5,138	3,442	-
Vet Disposal fees 32620	-	-	-	-	-	-
Reclaim Fees 32630	45,743	40,639	(5,104)	40,639	(5,104)	-
A/C Board & Care 32640	38,182	42,424	4,242	42,424	4,242	-
Micro Chip 32641	12,443	14,271	1,828	14,271	1,828	-
Vaccination Fees 32675	69,552	58,825	(10,727)	58,825	(10,727)	-
Trap Rental Fees 32730	972	497	(475)	497	(475)	-
Owner Release Fees 32740	34,167	14,992	(19,175)	14,992	(19,175)	-
A/C Field Charges 32750	3,382	8,597	5,215	8,597	5,215	-
Quarantine Fee 32770	6,247	9,656	3,409	9,656	3,409	-
Other sales 40200	64	34	(30)	34	(30)	-
Misc. Revenue 40400	8,527	2,487	(6,040)	2,487	(6,040)	-
Rebates&refunds 40445	-	-	-	-	-	-
Returned Checks 40510	87	130	43	130	43	-
Returned Check Fee 40840	68	108	40	108	40	-
Other Jurisdiction 40860	149,152	184,831	35,679	184,832	35,680	1
<b>Total Revenue</b>	<b>1,568,362</b>	<b>1,401,671</b>	<b>(166,691)</b>	<b>1,401,492</b>	<b>(166,870)</b>	<b>(179)</b>



**STANISLAUS ANIMAL SERVICES AGENCY  
ACTION AGENDA SUMMARY**

AGENDA DATE: June 17, 2021

AGENDA #: 6C

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**SUBJECT:**

Approval of Independent Contractor Agreement with Pride Industries One, Inc. of Roseville, CA for Janitorial Services

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**DISCUSSION:**

Janitorial services for County-occupied buildings are performed in accordance with the policy approved by the Board on November 30, 2010. The Policy states that janitorial services within the County Core service area (Internal Sphere) shall be provided by County staff, whereas janitorial services for sites located outside the County Core areas (External Sphere) should be provided by contract janitorial staff.

The current County janitorial master agreement covers 59 sites, located across numerous departmental facilities throughout the County. These facilities must be serviced frequently to ensure areas are properly cleaned and sanitized for proper working conditions for both County employees and those receiving services at County facilities.

On November 8, 2011, the Board of Supervisors approved the first janitorial master agreement with Pride Industries One, Inc. (Pride) and a second master agreement was approved on June 14, 2016 totaling nine years of contracted janitorial services. After negotiations resulted in significant cost increases for the two optional one-year extensions, the General Services Agency (GSA) Purchasing Agent directed staff to issue a Request for Proposal (RFP) to competitively bid the work. On February 28, 2020, RFP #20-06-CB was posted.

On March 4, 2020, California Governor Gavin Newsom issued Executive Order No. N25-20 proclaiming a State of Emergency exists in California as a result of the threat of COVID-19, ordering residents to obey any orders and guidance issued by state and local health officials.

During the pandemic, on April 15, 2020 the RFP #20-06-CB closed with one proposal received from the incumbent, and one late proposal which was rejected. Upon completion of the evaluation, it was determined the RFP did not address provisions for procedural day-to-day cleaning of high-touch areas, or decontaminating infectious spaces as a result of the COVID-19 pandemic emergency declaration as it relates to office buildings, clinics, or libraries, etc. The Purchasing Agent directed staff to cancel RFP #20-06-CB and to reissue the RFP to include provisions for contract janitorial services which include COVID-19 cleaning standards that follow Center for Disease Control, California Department of Public Health, and the local Public Health Officer guidelines.

In the interim, the GSA Purchasing Division negotiated with Pride to continue services on a month-to-month basis and returned to the Board on July 14, 2020 to approve Amendment #2 for a price increase and extension through December 31, 2020.

On July 22, 2020, the GSA Purchasing Division posted RFP #20-26-CB for Janitorial Services for countywide external sphere sites requesting proposers to provide pricing for each location, pursuant to the level of described cleaning required. When the RFP closed on August 28, 2020, the General Services Agency had received responses from six companies:

- ABM Building Value
- Advanced Building Maintenance
- Allied Universal Janitorial
- Karla’s Janitorial
- Pride Industries One, Inc.
- Quality Cleaning Professionals

Each of the six proposers met the minimum qualifications set forth in the RFP, which included passing a pass/fail financial review. An evaluation committee of five evaluators was assembled to evaluate non-price factors for each proposer. This committee included representatives from multiple County departments that included: Community Services Agency, Health Services Agency, General Services Facilities Maintenance Division, Tenth Street Place – Joint Powers Agency (JPA), and the Library.

Pursuant to the RFP’s “Statement of Purpose,” the results from this RFP provided the option to select two vendors. A contract shall be awarded to the two highest ranking proposals outlined in the table below:

VENDOR	RANKING
Pride Industries One, Inc.	1
Quality Cleaning Professionals, LLC	2
ABM Building	3
Advance Building Maintenance	4
Karla’s Janitorial	5
Allied Universal Janitorial	6

Pride Industries One, Inc. and Quality Cleaning Professionals, LLC received the highest score out of a maximum possible 250 available points. On September 29, 2020, the GSA Purchasing Division sent written notice of intent to award to Pride Industries One, Inc. and Quality Cleaning Professionals LLC and provided written notification to the other proposers. No letters of protest were received during the protest and appeal period.

Approval is requested for an Agreement for Independent Contractor Services with Pride Industries One, Inc. for contract janitorial services. The effective date of the proposed Agreement for services is July 1, 2021.

The Agreement is effective an initial five-year period from July 1, 2021 to June 30, 2026, with two one-year renewal options available thereafter. Pursuant to the RFP, the rates for optional years shall not increase more than 4% from the prior year rates if the Agency exercises the optional two one-year extensions.



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**STAFF RECOMMENDATION:**

1. Approval of an Independent Contractor Agreement with Pride Industries One, Inc. for janitorial services in the amount up to \$81,269.00 for the term beginning July 1, 2021 and ending June 30, 2026.
2. Authorize the Executive Director to sign the Agreement with Pride Industries One, for janitorial services.

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**FISCAL IMPACT:**

The total estimated annual cost for the agreement for contract janitorial services with Pride Industries One, Inc. in Fiscal Year 2020-2021 would be \$15,256.56 if the contract were to remain in force for the fiscal year. The total average annual increase negotiated for the entire five-year period is 3.9%.

Funding to support the first year of the proposed Agreement is included in the Fiscal Year 2021-2022 Recommended Budget. Funding for subsequent fiscal years will be included in future budget submissions.

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**CONTACT PERSON:**

ANNETTE BEDSWORTH, EXECUTIVE DIRECTOR  
STANISLAUS ANIMAL SERVICES AGENCY, (209) 342-1740

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**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: \_\_\_\_\_

**AGREEMENT  
FOR  
INDEPENDENT CONTRACTOR SERVICES**

This Agreement for Independent Contractor Services (the "Agreement") is made and entered into by and between the Stanislaus Animal Services Agency ("Agency") and Pride Industries One, Inc., a California corporation, ("Contractor") as of July 1, 2021.

**Recitals**

WHEREAS, the Agency has a need for services involving janitorial services at its facility located at 3647 Cornucopia Way, Modesto, California;

WHEREAS, the Contractor is specially trained, experienced and competent to perform and has agreed to provide such services; and

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

**Terms and Conditions**

1. **Scope of Work**

1.1 The Contractor shall furnish to the County upon execution of this Agreement or receipt of the Agency's written authorization to proceed, those services and work set forth in **Exhibit A**.

1.2 All documents, drawings and written work product prepared or produced by the Contractor under this Agreement, including without limitation electronic data files, are the property of the Contractor; provided, however, the Agency shall have the right to reproduce, publish and use all such work, or any part thereof, in any manner and for any purposes whatsoever and to authorize others to do so. If any such work is copyrightable, the Contractor may copyright the same, except that, as to any work which is copyrighted by the Contractor, the Agency reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such work, or any part thereof, and to authorize others to do so.

1.3 Services and work provided by the Contractor at the Agency's request under this Agreement will be performed in a timely manner consistent with the requirements and standards established by applicable federal, state and County laws, ordinances, regulations and resolutions, and in accordance with a schedule of work set forth in Exhibit A. If there is no schedule, the hours and times for completion of said services and work are to be set by the Contractor; provided, however, that such schedule is subject to review by and concurrence of the Agency.

2. **Compensation**

2.1 The parties hereto acknowledge the maximum amount to be paid by the Agency for services provided shall not exceed **\$81,269.00** over the first five years of the term including, without limitation, the cost of any subcontractors, consultants, experts or investigators retained by the Contractor to perform or to assist in the performance of its work under this Agreement, contingent upon the approval of the Stanislaus Animal Service Agency's Commission of the budget for fiscal years 2021-2022, 2022-2023, 2023-2024, 2024-2025, and 2025-2026. Cost for custodial services are further described below and shall be billed as follows:

Stanislaus County – Animal Shelter		
Schedule	Monthly	Annual Total
July 1, 2021 – June 30, 2022	\$ 1,271.38	\$ 15,256.56
July 1, 2022 – June 30, 2023	\$ 1,328.26	\$ 15,939.12
July 1, 2023 – June 30, 2024	\$ 1,359.10	\$ 16,309.20
July 1, 2024 – June 30, 2025	\$ 1,390.69	\$ 16,688.28
July 1, 2025 – June 30, 2026	\$ 1,423.03	\$ 17,076.36
<b>Contract Total:</b>		<b>\$ 81,269.52</b>

Additional Services	Year 1	Year 2	Year 3	Year 4	Year 5
Custodial Labor (price per hour)	\$ 28.96	\$ 31.75	\$ 33.21	\$ 34.73	\$ 36.33
Carpet cleaning (price per sq.ft.): \$100 minimum	\$ 0.14	\$ 0.15	\$ 0.16	\$ 0.17	\$ 0.18
Floor stripping and waxing (price per sq.ft.): \$100 minimum	\$ 0.27	\$ 0.28	\$ 0.30	\$ 0.32	\$ 0.35
Emergency rate for all locations in Stanislaus County – Four (4) hour min.	\$ 43.43	\$ 47.62	\$ 49.81	\$ 52.10	\$ 54.50

2.2 Additional Services shall be requested and pre-approved by Agency in writing via email exchange between the Agency's Site Coordinator and Contractor, or through Contractor's web-based Janitorial Management Software program (JAMS). With respect to overtime, Contractor shall manage staffing and schedules so as to eliminate the need for overtime work/charges to the extent possible. When overtime rates apply, Contractor shall so advise Agency at a reasonable time prior to charges being incurred in writing (email accepted). Agency agrees to pay pre-approved overtime at the rate of one and one-half (1.5) times the Custodial Labor rate shown above. With respect to Emergency Custodial Labor, Agency shall pay a four-hour minimum when Contractor's staff is required to return to a Building outside of regularly scheduled service hours.

2.3 Except as expressly provided in Exhibit A of this Agreement, Contractor shall not be entitled to nor receive from Agency any additional consideration, compensation, salary, wages or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled by virtue of this Agreement to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays or other paid leaves of absence of any type or kind whatsoever.

2.4 Agency will not withhold any Federal or State income taxes or Social Security tax from any payments made by Agency to Contractor under the terms and conditions of this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Contractor. Agency has no responsibility or liability for payment of Contractor's taxes or assessments.

2.5 Pursuant to Penal Code section 484b and to Business and Professions Code section 7108.5, the Contractor must apply all funds and progress payments received by the Contractor from the Agency for payment of services, labor, materials or equipment to pay for such services, labor, materials or equipment. Pursuant to Civil Code section 1479, the Contractor shall direct or otherwise manifest the Contractor's intention and desire that payments made by the Contractor to subcontractors, suppliers and materialmen shall be applied to retire and extinguish the debts or obligations resulting from the performance of this Agreement.

### 3. Term

3.1 The term of this Agreement shall be five years commencing July 1, 2021 and continuing uninterrupted until June 30, 2026 unless sooner terminated. After June 30, 2026, this Agreement will not automatically renew but may be renewed for two (2) additional one-year terms by mutual, written agreement of the parties. Price increases for each Renewal Term shall not proceed beyond three to four percent for the additional years six (6) and seven (7). Such renewal shall be in the form of an amendment to the Agreement as described in Section 17 of the body of this Agreement.

3.2 Should either party default in the performance of this Agreement or materially breach any of its provisions, the other party, at that party's option, may terminate this Agreement by giving written notification to the other party.

3.3 This Agreement shall terminate automatically on the occurrence of (a) bankruptcy or insolvency of either party, (b) sale of Contractor's business, (c) cancellation of insurance required under the terms of this Agreement, and (d) if, for any reason, Contractor ceases to be licensed or otherwise authorized to do business in the State of California, and the Contractor fails to remedy such defect or defects within thirty (30) days of receipt of notice of such defect or defects.

3.4 The Agency may terminate this agreement upon 30 days prior written notice to the Contractor. Termination of this Agreement shall not affect the Agency's obligation to pay for all fees earned and reasonable costs necessarily incurred by the Contractor as provided in Paragraph 2 herein, subject to any applicable setoffs.

### 4. Required Licenses, Certificates and Permits

4.1 Any licenses, certificates or permits required by the federal, state, county or municipal governments for Contractor to provide the services and work described in Exhibit A must be procured by Contractor and be valid at the time Contractor enters into this Agreement. Further, during the term of this Agreement, Contractor must maintain such licenses, certificates and permits in full force and effect. Licenses, certificates and permits may include but are not limited to driver's licenses, professional licenses or certificates and business licenses. Such licenses, certificates and permits will be procured and maintained in force by Contractor at no expense to the Agency.

4.2 Contractor further certifies to Agency that it and its principals are not debarred, suspended, or otherwise excluded or ineligible for participation in federal, state or county government contracts. Contractor certifies that it shall not contract with a subcontractor that is so debarred or suspended.

### 5. Office Space, Supplies, Equipment, Etc.

Unless otherwise provided in Exhibit A, Contractor shall provide such office space, supplies, equipment, vehicles, reference materials and telephone service as is necessary for Contractor to provide the services identified in Exhibit A to this Agreement. Agency is not obligated to reimburse or pay Contractor for any expense or cost incurred by Contractor in procuring or maintaining such items. Responsibility for the costs and expenses incurred by Contractor in providing and maintaining such items is the sole responsibility and obligation of Contractor.

### 6. Insurance

Coverage Required: Contractor shall obtain, and maintain at all times during the term of this Agreement, insurance coverage in the amounts and coverage specified in the attached "Exhibit B."

## 7. Defense and Indemnification

7.1 To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the Agency and its agents, officers and employees from and against all claims, damages, losses, judgments, liabilities, expenses and other costs, including litigation costs and attorneys' fees, arising out of, resulting from, or in connection with the performance of this Agreement by the Contractor or Contractor's officers, employees, agents, representatives or subcontractors and resulting in or attributable to personal injury, death, or damage or destruction to tangible or intangible property, including the loss of use; provided, however, such indemnification shall not extend to or cover loss, damage or expense arising from the sole negligence or willful misconduct of the Agency or its agents, officers and employees.

7.2 Contractor's obligation to defend, indemnify and hold the Agency and its agents, officers and employees harmless under the provisions of this paragraph is not limited to or restricted by any requirement in this Agreement for Contractor to procure and maintain a policy of insurance.

7.3 Contractor shall indemnify, defend and hold harmless and shall be responsible for any and all federal, state and local taxes, fees, or contributions required to be paid with respect to Contractor and Contractor's officers, employees, and agents engaged in the performance of this Agreement, including and without limitation unemployment insurance, social security and payroll tax withholding.

## 8. Status of Contractor

8.1 All acts of Contractor and its officers, employees, agents, representatives, subcontractors and all others acting on behalf of Contractor relating to the performance of this Agreement, shall be performed as independent contractors and not as agents, officers or employees of Agency. Contractor, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of County. Except as expressly provided in Exhibit A, Contractor has no authority or responsibility to exercise any rights or power vested in the Agency. No agent, officer or employee of the Agency is to be considered an employee of Contractor. It is understood by both Contractor and Agency that this Agreement shall not be construed or considered under any circumstances to create an employer-employee relationship or a joint venture.

8.2 At all times during the term of this Agreement, the Contractor and its officers, employees, agents, representatives or subcontractors are, and shall represent and conduct themselves as, independent contractors and not employees of Agency.

8.3 Contractor shall determine the method, details and means of performing the work and services to be provided by Contractor under this Agreement. Contractor shall be responsible to County only for the requirements and results specified in this Agreement and, except as expressly provided in this Agreement, shall not be subjected to Agency's control with respect to the physical action or activities of Contractor in fulfillment of this Agreement. Contractor has control over the manner and means of performing the services under this Agreement. Contractor is permitted to provide services to others during the same period service is provided to Agency under this Agreement. If necessary, Contractor has the responsibility for employing other persons or firms to assist Contractor in fulfilling the terms and obligations under this Agreement.

8.4 If in the performance of this Agreement any third persons are employed by Contractor, such persons shall be entirely and exclusively under the direction, supervision and control of Contractor. All terms of employment including hours, wages, working conditions, discipline, hiring and discharging or any other term of employment or requirements of law shall be determined by the Contractor.

8.5 It is understood and agreed that as an independent Contractor and not an employee of

Agency, the Contractor and the Contractor's officers, employees, agents, representatives or subcontractors do not have any entitlement as a Agency employee, and do not have the right to act on behalf of the Agency in any capacity whatsoever as an agent, or to bind the Agency to any obligation whatsoever.

8.6 It is further understood and agreed that Contractor must issue W-2 forms or other forms as required by law for income and employment tax purposes for all of Contractor's assigned personnel under the terms and conditions of this Agreement.

8.7 Contractor retains all of their powers and authority to direct and control to the full extent of the law. Included in but not limited to those duties and powers are the rights to: direct the work of its employees; establish the developmental philosophy, goals, and objectives; ensure the rights and opportunities of children and families; determine the staffing patterns; determine the number and kinds of personnel required; determine the classification of positions; maintain the efficiency of the program operation; determine the curriculum; develop a budget; develop and implement budget procedures. In addition, the Contractors retain the right to hire, assign, evaluate, promote, terminate, and discipline employees, and to take action on any matter in the event of an emergency. The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the Contractors, the adoption of policies, rules, regulation, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and express terms are in conformance with the laws of the State of California.

8.8 As an independent Contractor, Contractor hereby indemnifies and holds Agency harmless from any and all claims that may be made against Agency based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

## 9. Records and Audit

9.1 Contractor shall prepare and maintain all writings, documents and records prepared or compiled in connection with the performance of this Agreement for a minimum of four (4) years from the termination or completion of this Agreement. This includes any handwriting, typewriting, printing, photostatic, photographing and every other means of recording upon any tangible thing, any form of communication or representation including letters, words, pictures, sounds or symbols or any combination thereof.

9.2 Any authorized representative of Agency shall have access to any writings as defined above for the purposes of making audit, evaluation, examination, excerpts and transcripts during the period such records are to be maintained by Contractor. Further, Agency has the right at all reasonable times to audit, inspect or otherwise evaluate the work performed or being performed under this Agreement.

## 10. Confidentiality

The Contractor agrees to keep confidential all information obtained or learned during the course of furnishing services under this Agreement and to not disclose or reveal such information for any purpose not directly connected with the matter for which services are provided.

## 11. Nondiscrimination

11.1 Non-Discrimination. During the performance of this Agreement, Contractor and its officers employees, agents, representatives or subcontractors shall not unlawfully discriminate in violation of any Federal, State or local law, rule or regulation against any employee, applicant for employment or person

receiving services under this Agreement because of race, religious creed, color, national origin, ancestry, physical or mental disability including perception of a disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military and veteran status. Contractor and its officers, employees, agents, representatives or subcontractors shall comply with all applicable Federal, State and local laws and regulations related to non-discrimination and equal opportunity, including without limitation the County's non-discrimination policy; the Fair Employment and Housing Act (Government Code sections 12900 et seq.); California Labor Code sections 1101, and 1102; the Federal Civil Rights Act of 1964 (P.L. 88-352), as amended; and all applicable regulations promulgated in the California Code of Regulations or the Code of Federal Regulations.

11.2 Contractor shall include the non-discrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

11.3 Contractor shall provide a system by which recipients of service shall have the opportunity to express and have considered their views, grievances, and complaints regarding Contractor's delivery of services.

12. Assignment

This is an agreement for the services of Contractor. Agency has relied upon the skills, knowledge, experience and training of Contractor and the Contractor's firm, associates and employees as an inducement to enter into this Agreement. Contractor shall not assign or subcontract this Agreement without the express written consent of Agency. Further, Contractor shall not assign any monies due or to become due under this Agreement without the prior written consent of Agency.

13. Waiver of Default

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided below.

14. Notice

Any notice, communication, amendment, addition or deletion to this Agreement, including change of address of either party during the term of this Agreement, which Contractor or Agency shall be required or may desire to make shall be in writing and may be personally served or, alternatively, sent by prepaid first-class mail to the respective parties as follows:

**To County:**

Stanislaus Animal Services Agency  
Attn: Annette Bedsworth  
3647 Cornucopia Way  
Modesto, CA 95358

**To Contractor:**

Pride Industries One, Inc.  
Attn: Laurel Petersen  
10030 Foothills Blvd., M/S 13  
Roseville, CA 95747

15. Conflicts

Contractor agrees that it has no interest and shall not acquire any interest direct or indirect which would conflict in any manner or degree with the performance of the work and services under this Agreement.

16. Severability

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal, state or county statute, ordinance or regulation; the remaining provisions of this Agreement or the application thereof shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

17. Amendment

This Agreement may be modified, amended, changed, added to or subtracted from by the mutual consent of the parties hereto if such amendment or change is in written form and executed with the same formalities as this Agreement and attached to the original Agreement to maintain continuity.

18. Entire Agreement

This Agreement supersedes any and all other agreements, either oral or in writing, between any of the parties herein with respect to the subject matter hereof and contains all the agreements between the parties with respect to such matter. Each party acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding.

19. Advice of Attorney

Each party warrants and represents that in executing this Agreement, it has received independent legal advice from its attorneys or the opportunity to seek such advice.

20. Construction

Headings or captions to the provisions of this Agreement are solely for the convenience of the parties, are not part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement. Any ambiguity in this Agreement shall not be construed against the drafter, but rather the terms and provisions hereof shall be given a reasonable interpretation as if both parties had in fact drafted this Agreement.

21. Governing Law and Venue

This Agreement shall be deemed to be made under and shall be governed by and construed in accordance with, the laws of the State of California. Any action brought to enforce the terms or provisions of this Agreement shall have venue in the County of Stanislaus, State of California.

22. Authorized Signature

The person signing this Agreement ("Signatory") represents and warrants that he or she is duly authorized and has legal capacity to execute this Agreement. Signatory represents and warrants that the execution and delivery of the Agreement and the performance of Contractor's obligations hereunder has been duly authorized, and that the Agreement is a valid and legal agreement binding on Contractor and enforceable in accordance with its terms.

[SIGNATURES SET FORTH ON FOLLOWING PAGE]



IN WITNESS WHEREOF, the parties or their duly authorized representatives have executed this Agreement on the day and year first hereinabove written.

**STANISLAUS ANIMAL SERVICES AGENCY**

**PRIDE INDUSTRIES ONE, INC.**

By: \_\_\_\_\_  
Annette Bedsworth, Executive Director

"Agency"

By: Jack Jackman  
Jack Jackman (Jun 7, 2021 16:39 PDT)  
\_\_\_\_\_  
Jack Jackman, V.P. of Contracts

"Contractor"

**APPROVED AS TO FORM:**  
Thomas E. Boze, County Counsel

By: Robert J. Taro  
\_\_\_\_\_  
Robert J. Taro, Assistant County Counsel

## EXHIBIT A

### A. SCOPE OF WORK

Agency shall furnish all toilet paper, paper towels, toilet seat covers, restroom soap, trash liners, wax bags, sanitary napkins chemicals, supplies and light bulbs necessary to perform the assigned duties. Material Data Safety Sheets (MSDS) shall be on-site and available for all chemicals stored and used within a service area.

Contractor shall furnish all labor, tools, equipment and insurance necessary to perform the assigned duties. Contractor shall be responsible for reporting issues with dispensers to Agency for repair.

Contractor shall use all cleaning chemicals and other supplies in accordance with all federal, state, and local laws. Contractor shall be responsible for ensuring all employees receive training on an ongoing basis pertaining to blood borne and air borne pathogens, as well as general safety and handling and disposal of infectious waste. All training and documentation of training must be in accordance with all federal, state, and local laws and available for inspection by Agency upon request.

All services provided by Contractor and the manner in which services are to be provided are more particularly set forth in Request for Proposal #20-26-CB issued by Stanislaus County; the Contractor's responding proposal, as well as any plans, specifications, addenda, and any documents particularly required or provided (as may be applicable), all of which are incorporated herein by reference and made a part hereof (collectively, the "RFP"). All of the foregoing documents, as may be applicable, together with this Agreement, comprise the contract and all services provided hereunder shall be performed in accordance therewith. In the event there is a conflict between the terms and conditions set forth in this Agreement, those set forth in the RFP, and those set forth in Exhibit A, then in such case, the terms and conditions shall control in this order: 1<sup>st</sup>, Exhibit A, 2<sup>nd</sup>, this Agreement, and 3<sup>rd</sup> the RFP.

### B. INVOICES

Invoices shall be submitted to Stanislaus Animal Services Agency, Attn: Adrienne Rios, 3647 Cornucopia Way, Modesto, CA 95358 or [rios@stancounty.com](mailto:rios@stancounty.com).

### C. REPRESENTATIVES

The parties' respective Project Managers shall be:

**For Agency:**

Adrienne Rios (or designee)  
Stanislaus Animal Services Agency  
3647 Cornucopia Way  
Modesto, CA 95358  
(209) 342-1742  
[rios@stancounty.com](mailto:rios@stancounty.com)

**For Contractor:**

Laurel Peterson,  
(or designee)  
Pride Industries  
10030 Foothills Boulevard  
Roseville, CA 95747  
(916) 298-6376  
[Laurel.Peterson@prideindustries.com](mailto:Laurel.Peterson@prideindustries.com)

**D. FREQUENCIES**

At a minimum, the following tasks shall be performed at the described quality standards and frequencies. If additional services are required to maintain the area in a clean and sanitary condition, it shall be the responsibility of Contractor to maintain without additional compensation. Emergency response, when required, is expected within ten (10) minutes while on duty.

For purposes of this Agreement, a “Standard Service Area” is an area that is required to be serviced throughout Agency’s locations; an “Alternative Service Area” is an area that may, at the option of the Agency department, require servicing. Alternative Service Areas will vary from location to location.

<b>Standard Service Area</b>	<b>Level 2 – Low Risk</b>
Interior Chairs/Children’s toys and furniture	3 Days/Week
Interior Conference Rooms/Meeting Rooms	3 Days/Week
Interior Corridors	3 Days/Week
Interior General Floor Care	3 Days/Week
Interior General Litter and Debris	3 Days/Week
Interior Kitchen / Coffee Bars	3 Days/Week
Interior Office Areas	3 Days/Week
Interior Public Counters and Surrounding Areas	3 Days/Week
Interior Public Lobbies and Meeting Rooms	3 Days/Week
Interior Restrooms /Showers	3 Days/Week
Interior Trash Containers	3 Days/Week
Interior Walls and Doors	3 Days/Week
Interior Walls, Baseboards, Wainscoting	3 Days/Week
Interior Window Ledges, Windows, Window Coverings	Monthly
Interior Work Stations and Office Spaces	3 Days/Week
Interior Book Shelves	3 Days/Week
Interior Examination Rooms	3 Days/Week
Interior Examination Tables (detail)	1 Day/Week
Interior General Floor – Deep cleaning	Bi-annually
Interior Custodial Closets	3 Days/Week

## 1. EXPECTATIONS

Standard Service Area	Expectations
Interior Book Shelves	Remove Dust; Spot-clean to maintain surface luster of all hard-surfaced areas.
Interior Chairs/Children's toys and furniture	Clean and Disinfect chairs (seating, arms, backs, rollers, and other components). Place cleaned chairs with arms and seat partially under the desk so workstations have a uniform appearance.
Interior Conference Rooms/Meeting Rooms	Set-up, Clean and return to usable condition all features within conference rooms/meeting rooms. Clean and Sanitize all table surfaces, chairs, whiteboards, cabinets, retractable walls, and other features within conference/meeting rooms. Remove Dust from all ledges, shelves and other visible areas. Replace/return chairs.
Interior Corridors	Vacuum, Spot-clean, and deep-clean carpeted areas; sweep, mop and maintain surface luster of all hard-surfaced floor areas. Clean wall surfaces to remove scuff marks, hand prints and other residue.
Interior General Floor Care	Vacuum, Spot-clean, and deep clean carpeted areas; sweep, mop and maintain surface luster of all hard-surfaced areas in accordance with General Floor Care instructions set forth in Section 2, below.
Interior General Litter and Debris	Remove all Blemishes (Fixed and Surface) from corridor areas including but not limited to walking surfaces and seating areas.
Interior Kitchen/Coffee Bars	Thoroughly clean, degrease and sanitize kitchen/coffee bar area, including countertops, sinks, and appliances and floors. Refill soap and paper products as needed.
Interior Office Areas	Clean and Disinfect surface all surface areas; clean floor areas; empty trash. Clean interior windows and blinds.
Interior Public Counters and Surrounding Areas	Clean all counters to remove Blemishes. Wipe down areas below counters to remove all Blemishes, with emphasis on high-traffic areas leading to and in front of counters. Deep clean areas leading to and adjacent to the counters.
Interior Public Lobbies & Interview Rooms	Clean entrance areas to the building, including but not limited to glass, doors, door jambs, wall surfaces, walkways, steps, emblems, and entrance mats.
Interior Restrooms/Showers	Clean, Sanitize and Disinfect floors, traps, drains, fixtures, mirrors, doors, walls, ceilings, toilets, urinals, sinks, personal hygiene disposal containers, dispensers and other items that are part of functioning restroom. Stock restroom supplies (incl. paper towels, toilet paper, toilet seat covers, soap, & other supplies). Deep-clean areas to maintain the desired conditions. Strip and re-coat floors to maintain luster.
Interior Seating Areas, Tables, Drinking Fountains, Snack Bars, and Dining Areas	Clean and Sanitize seating areas (including tables and chairs) and drinking fountains.
Interior Trash Containers	Empty all trash containers and replace all trash container liners at each servicing. Clean exterior and interior surfaces of trash containers and areas immediately adjacent to trash containers; disinfect containers as needed to eliminate odors. Remove trash to off-site location.
Interior Walls and Doors	Spot clean all walls, doors, push plates and jambs to remove all dirt, fingerprints, smudges and spills.
Interior Walls, Baseboards, Wainscoting	Clean walls, baseboards, and wainscoting areas to remove marks, grime, smudges, hand prints, and other visual Blemishes.

Interior Window Ledges, Windows, Window Coverings	Dust window ledges and hard surface window coverings. Clean interior windows (i.e., interior door glass, sidelights, partition glass, conference room glass, and other glass surfaces that are subject to frequent contact resulting in fingerprints and hand smudges and smears). Clean blinds or other window coverings; spot clean as needed.
Interior Work Stations and Office Spaces	Clean and Sanitize workstations and private office spaces. Vacuum and Spot clean fabric panels as needed. Remove heel and chair marks from carpet guards. Remove Dust and wipe down areas without disrupting the papers and other items present in these areas (computers excluded).
<b>Alternative Service Area</b>	<b>Expectations</b>
Interior Examination Rooms	Clean and return to a useable condition all features within examination rooms. Clean and Sanitize all tables, sinks and sink components, tables, chairs, cabinets, floors, walls and other features within examination rooms. All medical waste must be handled in accordance with federal, state and local laws.
Interior Examination Tables (detail)	Thoroughly clean and disinfect entire table, including all pull-out components.
Interior Custodial Closets	Clean and maintain custodial closets.

**2. GENERAL FLOOR CARE INSTRUCTIONS:**

Maintenance of Hard Floors:

- i. For periodic maintenance of hard floors, the Contractor shall:
  - Provide reasonable notice to building management prior to the commencement of non-routine floor cleaning operations. The timing and method of the notice shall be established by building management in consultation with the Contractor.
  - Place caution/wet floor signs, cord off wet work areas and post notifications on all entrance and exit doors as appropriate.
  - Perform periodic maintenance only if sufficient floor finish exists on the floor surface to protect the underlying flooring from being degraded during the restoration process.
  - When floor restoration chemicals are used, apply with mop-on or auto-scrubber methods rather than spray application.
  - Use burnishing or buffing equipment with controls or other devices sufficient for capturing and collecting particulates generated during the use of the equipment.
  
- ii. For restorative maintenance the Contractor shall:
  - Perform restoration on an as-needed basis to maintain the appearance and integrity of the floor finish, rather than on a predetermined schedule.
  - Place caution/wet floor signs, cord off wet work areas and post notifications on all entrance and exit doors as appropriate.
  - Ventilate the area, to the outside if possible, both during and after stripping or floor scrubbing and recoat operations to ensure adequate ventilation.
  - Schedule floor stripping and refinishing to coincide with a period of minimum occupancy.
  - Provide reasonable notice to building management prior to the commencement of non-routine floor maintenance operations. The timing and method of the notice shall be established by building management in consultation with the Contractor.

### **3. GENERAL INFORMATION**

- a. The description of each service area is to be used as a guideline for the Contractor. The description does not attempt to describe every detail or feature of the facility that is to be maintained by the Contractor.
- b. Agency's Project Manager or designee may conduct periodic walkthroughs of the building. Results of each walkthrough shall be reviewed by Agency and Contractor. It is Contractor's responsibility to point out maintenance issues that are not cleaning issues. Agreed-upon maintenance issues shall be deducted from the custodial exception list and the overall score for that building will be adjusted. Areas that are not maintained at the desired service level, as determined by the walkthroughs, may result in a deduction of payment. Chronic service problems may result in cancellation of the contract.
- c. If any services performed under this Agreement are not maintained at the desired service level, Contractor shall be required to correct the deficiency at no increase to the total amount set forth herein. If Contractor elects not to correct the deficiency or is unable to do so in a timely manner, deductions in payment may occur. These deductions will vary depending on severity and frequency of the deficiency.

### **4. SITE SUPERVISION**

Contractor shall have a management or supervisory employee dedicated to the site. In addition, Contractor shall have a supervisor available twenty-four (24) hours per day for direct communications with Agency staff. All of Contractor's personnel shall receive all appropriate safety training in all aspects of janitorial service operations from the Contractor.

### **5. INITIAL CLEANING**

- a. All infrequent tasks such as window washing, deep cleaning of carpet areas, stripping and waxing of hard floors, air vent and fixture cleaning shall be completed as part of initial cleaning process and maintained on an on-going, per building schedules outlined herein.
- b. All carpet cleaning and hard floor surfacing shall be completed as scheduled and reported to Agency twenty-four (24) hours in advance of scheduled cleaning. All non-scheduled cleaning shall be reported within twenty-four (24) hours of completion by e-mail. All communication shall be made to Agency's Project Manager or designee.

### **6. BUILDING CLEANLINESS**

Contractor shall be responsible for cleanliness and sanitation of the building, all furniture, and other fixtures inside of the building.

### **7. BUILDING KEYS**

Contractor shall be issued building keys and/or electronic key cards at the start of this Agreement for the performance of services as specified herein. In the event such keys entrusted to Contractor's staff should become lost, the cost of re-keying the building shall be deducted from payment due Contractor for services rendered. Contract shall notify Agency's project manager in writing of any transfer of building keys and/or electronic key cards.

**8. SECURE BUILDING**

Contractor shall be responsible to secure/lock the interior and exterior portions of the building during hours specified by the Agency's Project Manager.

**9. UNIFORMS**

Contractor employees shall be required to wear a uniform and name badge for identification purposes. Uniforms shall be clean and neat in appearance at all times.

**10. LIGHTING FIXTURES**

Contractor shall be responsible for reporting burned out lamps in lighting fixtures, and stained ceiling tiles. Contractor is not responsible for the replacement of ballasts or other electrical devices used in lighting systems. Burned out ballasts and/or other failed electrical devices must be reported to the Agency's Project Manager or designee. All reports shall be submitted to the Agency's Project Manager.

**11. REPORTING; COMMUNICATION**

Contractor shall make available to Agency its web-based Janitorial Management Software program (JAMS) *at no additional expense* for purposes of communicating, tracking, measuring quality deficiencies and to streamline processes and problem resolution. Contractor shall provide training on the use of JAMS to Agency as needed at no additional expense.

**12. HOLIDAY SCHEDULE**

Contractor will be required to provide services on all scheduled holidays unless otherwise notified by Agency's Project Manager.

Agency observes the following holidays:

• New Year's Day	• Labor Day
• Martin Luther King, Jr. Day	• Veteran's Day
• President's Day	• Thanksgiving Day
• Memorial Day	• Day after Thanksgiving
• Independence Day	• Christmas Day

**13. SERVICE REQUIREMENTS**

The Agency's facility is to be cleaned as per the guidelines listed in paragraph 1 above.

**14. REPORTS**

The Custodial Service Report includes the information collected during the inspection, which is the Contractor's responsibility to prepare. The report shall contain:

- a. Custodial service performance;
- b. Custodial defect chart;
- c. Frequency chart (which problems are most pervasive in the facility); and
- d. Custodial condition maps (each condition is reported on its own map along with the degree of severity observed).

Agency review and assessment of the audit reports shall be final. Should Contractor object to any portion of the audit, however, Contractor may petition Agency to review the audit with Contractor, and Contractor shall provide any such evidence as to why the graded level is incorrect (e.g. facility damage to the area prevented proper cleaning, flooding, or other force major event).

## 15. CONTRACTOR'S UNSATISFACTORY EMPLOYEES

If, at any time Agency determines that any person employed by Contractor providing services under this Agreement requires corrective action, Agency shall notify Contractor who shall take immediate corrective action. Contractor shall be solely responsible for the hiring, supervising, training, disciplinary actions and termination of his/her employees.

If any person employed by Contractor fails or refuses to carry out the directions of the Agency's Project Manager, or appears to be incompetent, or acts in a disorderly or improper manner, that person shall be discharged immediately from the providing services hereunder on the request of the Agency's Project Manager, and such person shall not again provide services under this Agreement.

## 16. DEFINITIONS

As used in this contract, capitalized terms shall have the following meanings:

**Adhesive:** a material forming a semi-permanent attachment to a surface, such as chewing gum, tar, or tape residue.

**Blemishes:** soil or dirt; that which mars the appearance of, or disfigures, a surface or object. A Blemish can be temporary and removable by Cleaning, or permanent due to surface damage. There are two types of Blemishes:

**1) Fixed:** A Blemish that adheres to and resists separation from a surface requiring detachment before complete removal. Some examples of Fixed Blemishes are Streaks/Spots, Grime, Film, and Adhesives.

**2) Surface:** A Blemish held to a surface by static electricity, gravity or ionic attraction and easily removed. Some examples of Surface Blemishes are Dust, Grit, Lint, Litter and Wet Spillage.

**Blood borne pathogens:** pathogenic microorganisms that are present in human blood and can cause disease in humans. Hepatitis B Virus (HBV) and HIV are of primary concern.

**Cleaning:** process of removing pollutants from the environment and putting them in their proper place. The purposeful, systematic activity of locating, detaching, and removing visible Blemishes from an environment or surface. Cleaning does not necessarily reduce the level of microbial contamination.

**Communication Log:** notebook, clipboard other similar item maintained on site to facilitate written communication between Agency and vendor; also used to identify any discrepancy or requests for work and all on-going work performed.

**Day Porter:** janitorial attendant assigned to a specific location for day-to-day maintenance and specific tasks.

**Deep Cleaning:** includes the use of buffing and/or extraction equipment.



**Disinfecting:** removal and destruction of targeted pathogenic microorganisms; the focused removal of specified pathogenic microorganisms by chemical destruction, heat, ultra-violet light, or oxidation.

**Dust:** fine, dry, airborne, particulate matter, comprised of skin cells, pollen, dander, and other residue combined with pollutants and natural soil.

**Engineering Controls:** technology and devices that isolate or remove hazards from the workplace.

**Film:** A thin covering or coating deposited evenly on a surface. Includes mineral buildup in toilet bowls, atmospheric deposits on window glass, soap scum, oxidation (tarnish).

**Grime:** thin layers of residue from human or animal usage composed of residual oils combined with normal soiling.

**Grit:** coarse, particulate materials such as sand, gravel, salt, originating outdoors.

**Hygienically clean surface:** A surface which does not constitute a threat to health as a result of the presence of microorganisms.

**Lint:** clinging particles of fibrous material, such as cobwebs.

**Orderliness:** the arrangement or organization of equipment and furnishings on a surface.

**Potentially infectious material:** human blood along with other specific human body fluids including semen, feces and urine.

**Residue:** anything that remains on a surface or in the pores of a surface after a cleaning process is complete.

**Sanitizing:** method of reducing the microbial population to a safe level as determined by local public health standards. Sanitation may or may not include Disinfection and/or Sterilization.

**Spot Cleaning:** method of cleaning only the Blemished part of an object.

**Stain:** a surface discoloration that, due the addition or removal of coloring agents (pigments), has chemically changed the surface and is impossible to remove by Cleaning.

**Sterilization:** process that causes the destruction or removal of all forms of life; the complete destruction by chemicals, high temperatures, or other means of all microorganisms on a surface, or an object such as a surgical instrument. Soil removal may or may not be part of this process.

**Streaks/spots:** marks or bands differing in surface color or texture. These are often the result of incomplete attempts to remove a fixed substance, as when improper mopping leaves a streaked floor after the water evaporates. This includes dried spillage of fluids.

**Visibly clean surface:** a surface which shows no evidence of visible Blemishes.

**Vulnerable Populations:** represents people who are more susceptible than the general population to chemicals and products that might pose a risk to human health. These populations include but are not limited to children, pregnant women, the elderly and infirm, people sensitive to chemical exposures

(e.g., fragrances), and other occupants, customers, or employees that may have a higher susceptibility to cleaning operations.

**Wet spillage:** spilled drinks, body fluids, lubricants that have not dried or been absorbed by a surface.

**Workplace Practice Controls:** Ongoing evaluation of the manner in which a task is performed in an effort to reduce the likelihood of a worker's exposure to blood or other potentially infectious material.



**STANISLAUS ANIMAL SERVICES AGENCY  
ACTION AGENDA SUMMARY**

AGENDA DATE: June 17, 2021

AGENDA #: 6D

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**SUBJECT:**

Approval of an Agreement for Professional Services with Dr. Sarah Cadwell and Authorization for the Executive Director to Sign the Agreement

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**DISCUSSION:**

Stanislaus Animal Services has been actively recruiting for a full-time veterinarian for nearly a year. Currently the Agency has part time veterinarians working with Animal Services and these other veterinarians work full time positions elsewhere in the community. We also have after-hours veterinary care 7 days a week at Taylor Veterinary Hospital in Turlock and Standiford Veterinary Center in Modesto.

The recruitment efforts for a full-time veterinarian have included extensive advertising to fill the vacancy. Veterinarians are in short supply not only statewide but nationwide. Vacancies for other shelter veterinarians include Sacramento, Kern, Palm Springs, Santa Cruz, Fresno, and Riverside.

California law requires a premise permit for shelters to operate and medically treat pets. A premise permit which can only be issued to a California licensed veterinarian who is designated as the licensee manager. The licensee manager acts for and on behalf of the licensed premise and is responsible for management of the registered premise.

It is a necessity for shelters to purchase medications to treat pets. A drug license number issued through the Drug Enforcement Administration (DEA) is a requirement to purchase all medications/vaccinations. The DEA license is issued to veterinarians to purchase medications for the medical treatment of pets. The shelter medication expense for medications and vaccinations is nearing \$200,000 annually for SASA.

Dr. Sarah Cadwell is currently the lead veterinarian at SASA until a full-time veterinarian is hired. She has a DEA license and is willing to be the veterinarian for the premise permit at SASA. It is recommended that Dr. Sarah Cadwell receive \$100.00 per hour, up to \$130,000 for fiscal year 2021-2022. She brings years of shelter medicine experience and has been an asset to SASA. She will continue to allow SASA use her DEA license for medications and her veterinarian license on the shelter's premise permit. Dr. Cadwell has been instrumental in writing medical protocols and was sought out by her peers during the pandemic.

Approval is requested for an Agreement for Professional Services with Dr. Sarah Cadwell for her veterinary services. The effective date of the proposed Agreement for services is July 1, 2021.

The Agreement is for one year from July 1, 2021 to June 30, 2022 for a total up to \$130,000.

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**STAFF RECOMMENDATION:**

1. Approval of an Agreement for Professional Services for veterinary services in the amount up to \$130,000.00 for the term beginning July 1, 2021 and ending June 30, 2022.
2. Authorize the Executive Director to sign the Agreement with Dr. Sarah Cadwell for veterinary services.

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**FISCAL IMPACT:**

The total estimated annual cost for the agreement for contract veterinary services with Dr. Sarah Cadwell in Fiscal Year 2021-2022 would be \$130,000.00. Dr. Sarah Cadwell's agreement is a budgeted item under the hospital unit for fiscal year 2021-2022.

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**CONTACT PERSON:**

ANNETTE BEDSWORTH, EXECUTIVE DIRECTOR  
STANISLAUS ANIMAL SERVICES AGENCY, (209) 342-1740

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**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: \_\_\_\_\_

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement for Professional Services is made and entered into by and between the Stanislaus Animal Services ("Agency") and Dr. Sarah Cadwell, ("Consultant"), on July 1, 2021, (the "Agreement").

### **Introduction**

WHEREAS, the Agency has a need for services involving veterinary treatment, spay and neuter, emergency medical care and the administering of vaccinations at vaccination license clinics held each week at the shelter; and

WHEREAS, the Consultant is specially trained, experienced and competent to perform and has agreed to provide such services; and

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

### **Terms and Conditions**

#### **1. Scope of Work**

1.1 The Consultant shall furnish to the Agency upon execution of this Agreement or receipt of the Agency's written authorization to proceed, those services and work set forth in **Exhibit A**, ("Services") which is attached hereto and, by this reference, made a part hereof.

1.2 Any interest, including copyright interests, of Consultant or its contractors or subconsultants in studies, reports, memoranda, computational sheets, drawings, plans or any other documents, including electronic data, prepared in connection with the Services, shall be the property of Agency. To the extent permitted by law, work product produced under this Agreement shall be deemed works for hire and all copyrights in such works shall be the property of the Agency. In the event that it is ever determined that any works created by Consultant or its subconsultants under this Agreement are not works for hire, Consultant hereby assigns to Agency all copyrights to such works. With the Agency's prior written approval, Consultant may retain and use copies of such works for reference and as documentation of experience and capabilities. Should the Agency desire to reuse the documents specified above and not use the services of the Consultant, then the Agency agrees to require the new consultant to assume any and all obligations for the reuse of the documents, and the Agency releases Consultant and its subconsultants from all liability associated with the reuse of such documents.

1.3 Services and work provided by the Consultant under this Agreement will be performed in a timely manner in accordance with a schedule of work set forth in Exhibit A. If there is no schedule, the hours and times for completion of said services and work are to be set by the Consultant; provided, however, that such schedule is subject to review by and concurrence of the Agency.

1.4 The Consultant shall provide services and work under this Agreement consistent with the requirements and standards established by applicable federal, state and County laws, ordinances, regulations and resolutions. The Consultant represents and warrants that it will perform its work in accordance with generally accepted industry standards and practices for the profession or professions that are used in performance of this Agreement and that are in effect at the time of performance of this

Agreement. Except for that representation and any representations made or contained in any proposal submitted by the Consultant and any reports or opinions prepared or issued as part of the work performed by the Consultant under this Agreement, Consultant makes no other warranties, either express or implied, as part of this Agreement.

1.5 If the Consultant deems it appropriate to employ a consultant, expert or investigator in connection with the performance of the services under this Agreement, the Consultant will so advise the Agency and seek the Agency's prior approval of such employment. Any consultant, expert or investigator employed by the Consultant will be the agent of the Consultant not the Agency.

## 2. Consideration

2.1 The Consultant shall be compensated on either a time and materials basis or a lump sum basis, as provided in Exhibit A attached hereto.

2.2 Except as expressly provided in this Agreement, Consultant shall not be entitled to nor receive from Agency any additional consideration, compensation, salary, wages or other type of remuneration for services rendered under this Agreement, including, but not limited to, meals, lodging, transportation, drawings, renderings or mockups. Specifically, Consultant shall not be entitled by virtue of this Agreement to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays or other paid leaves of absence of any type or kind whatsoever.

2.3 The Consultant shall provide the Agency with a monthly or a quarterly statement, as services warrant, of fees earned and costs incurred for services provided during the billing period, which the Agency shall pay in full within 30 days of the date each invoice is approved by the Agency. The statement will generally describe the services performed, the applicable rate or rates, the basis for the calculation of fees, and a reasonable itemization of costs. All invoices for services provided shall be forwarded in the same manner and to the same person and address that is provided for service of notices herein.

2.4 Agency will not withhold any Federal or State income taxes or Social Security tax from any payments made by Agency to Consultant under the terms and conditions of this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Consultant. Agency has no responsibility or liability for payment of Consultant's taxes or assessments.

## 3. Term

3.1 The term of this Agreement shall be from the date of this Agreement until completion of the agreed upon services unless sooner terminated as provided below or unless some other method or time of expiration is listed in Exhibit A.

3.2 Should either party default in the performance of this Agreement or materially breach any of its provisions, the other party, at that party's option, may terminate this Agreement by giving written notification to the other party.

3.3 The Agency may terminate this agreement upon 30 days prior written notice. Termination of this Agreement shall not affect the Agency's obligation to pay for all fees earned and reasonable costs necessarily incurred by the Consultant as provided in Paragraph 2 herein, subject to any applicable

setoffs.

3.4 This Agreement shall terminate automatically on the occurrence of (a) bankruptcy or insolvency of either party, or (b) sale of Consultant's business.

4. Required Licenses, Certificates and Permits and Compliance with Laws

Any licenses, certificates or permits required by the federal, state, county or municipal governments for Consultant to provide the services and work described in Exhibit A must be procured by Consultant and be valid at the time Consultant enters into this Agreement. Further, during the term of this Agreement, Consultant must maintain such licenses, certificates and permits in full force and effect. Licenses, certificates and permits may include but are not limited to driver's licenses, professional licenses or certificates and business licenses. Such licenses, certificates and permits will be procured and maintained in force by Consultant at no expense to the Agency.

Consultant shall comply will all applicable local state and Federal Laws rules and regulations.

5. Office Space, Supplies, Equipment, Etc.

Unless otherwise provided in this Agreement, Consultant shall provide such office space, supplies, equipment, vehicles, reference materials and telephone service as is necessary for Consultant to provide the services under this Agreement. The Consultant--not the Agency--has the sole responsibility for payment of the costs and expenses incurred by Consultant in providing and maintaining such items.

6. Insurance

Coverage Required: Consultant shall obtain, and maintain at all times during the term of this Agreement, insurance coverage in the amounts and coverage specified in the attached "Exhibit B."

7. Defense and Indemnification

7.1 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend the Agency and its agents, officers and employees from and against all claims, damages, losses, judgments, liabilities, expenses and other costs, including litigation costs and attorneys' fees, arising out of, resulting from, or in connection with the performance of this Agreement by the Consultant or Consultant's officers, employees, agents, representatives or subcontractors and resulting in or attributable to personal injury, death, or damage or destruction to tangible or intangible property, including the loss of use. Notwithstanding the foregoing, Consultant's obligation to indemnify the Agency and its agents, officers and employees for any judgment, decree or arbitration award shall extend only to the percentage of negligence or responsibility of the Consultant in contributing to such claim, damage, loss and expense.

7.2 Consultant's obligation to defend, indemnify and hold the Agency and its agents, officers and employees harmless under the provisions of this paragraph is not limited to or restricted by any requirement in this Agreement for Consultant to procure and maintain a policy of insurance.

7.3 To the fullest extent permitted by law, the Agency shall indemnify, hold harmless and defend the Consultant and its officers, employees, agents, representatives or subcontractors from and against all claims, damages, losses, judgments, liabilities, expenses and other costs, including litigation costs and attorney's fees, arising out of or resulting from the negligence or wrongful acts of Agency and its officers or employees.

7.4 Subject to the limitations in 42 United States Code section 9607 (e), and unless otherwise provided in a Scope of Services approved by the parties:

(a) Consultant shall not be responsible for liability caused by the presence or release of hazardous substances or contaminants at the site, unless the release results from the negligence of Consultant or its subcontractors;

(b) No provision of this Agreement shall be interpreted to permit or obligate Consultant to assume the status of "generator," "owner," "operator," "arranger," or "transporter" under state or federal law; and

(c) At no time, shall title to hazardous substances, solid wastes, petroleum contaminated soils or other regulated substances pass to Consultant.

## 8. Status of Consultant

8.1 All acts of Consultant and its officers, employees, agents, representatives, subcontractors and all others acting on behalf of Consultant relating to the performance of this Agreement, shall be performed as independent contractors and not as agents, officers or employees of Agency. Consultant, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of Agency. Except as expressly provided in Exhibit A, Consultant has no authority or responsibility to exercise any rights or power vested in the Agency. No agent, officer or employee of the Agency is to be considered an employee of Consultant. It is understood by both Consultant and Agency that this Agreement shall not be construed or considered under any circumstances to create an employer-employee relationship or a joint venture.

8.2 At all times during the term of this Agreement, the Consultant and its officers, employees, agents, representatives or subcontractors are, and shall represent and conduct themselves as, independent contractors and not employees of Agency.

8.3 Consultant shall determine the method, details and means of performing the work and services to be provided by Consultant under this Agreement. Consultant shall be responsible to Agency only for the requirements and results specified in this Agreement and, except as expressly provided in this Agreement, shall not be subjected to Agency's control with respect to the physical action or activities of Consultant in fulfillment of this Agreement. Consultant has control over the manner and means of performing the services under this Agreement. If necessary, Consultant has the responsibility for employing other persons or firms to assist Consultant in fulfilling the terms and obligations under this Agreement.

8.4 Consultant is permitted to provide services to others during the same period service is provided to Agency under this Agreement; provided, however, such services do not conflict directly or indirectly with the performance of the Consultant's obligations under this Agreement.

8.5 If in the performance of this Agreement any third persons are employed by Consultant, such persons shall be entirely and exclusively under the direction, supervision and control of Consultant. All terms of employment including hours, wages, working conditions, discipline, hiring and discharging or any other term of employment or requirements of law shall be determined by the Consultant.



8.6 It is understood and agreed that as an independent contractor and not an employee of Agency, the Consultant and the Consultant's officers, employees, agents, representatives or subcontractors do not have any entitlement as a Agency employee, and, except as expressly provided for in any Scope of Services made a part hereof, do not have the right to act on behalf of the Agency in any capacity whatsoever as an agent, or to bind the Agency to any obligation whatsoever.

8.7 It is further understood and agreed that Consultant must issue W-2 forms or other forms as required by law for income and employment tax purposes for all of Consultant's assigned personnel under the terms and conditions of this Agreement.

8.8 As an independent contractor, Consultant hereby indemnifies and holds Agency harmless from any and all claims that may be made against Agency based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

## 9. Records and Audit

9.1 Consultant shall prepare and maintain all writings, documents and records prepared or compiled in connection with the performance of this Agreement for a minimum of four (4) years from the termination or completion of this Agreement. This includes any handwriting, typewriting, printing, photostatic, photographing and every other means of recording upon any tangible thing, any form of communication or representation including letters, words, pictures, sounds or symbols or any combination thereof.

9.2 Any authorized representative of Agency shall have access to any writings as defined above for the purposes of making audit, evaluation, examination, excerpts and transcripts during the period such records are to be maintained by Consultant. Further, Agency has the right at all reasonable times to audit, inspect or otherwise evaluate the work performed or being performed under this Agreement.

## 10. Confidentiality

The Consultant shall keep confidential all information obtained or learned during the course of furnishing services under this Agreement and to not disclose or reveal such information for any purpose not directly connected with the matter for which services are provided.

## 11. Nondiscrimination

11.1 During the performance of this Agreement, Consultant and its officers, employees, agents, representatives or subcontractors shall not unlawfully discriminate in violation of any Federal, State or local law, rule or regulation against any employee, applicant for employment or person receiving services under this Agreement because of race, religious creed, color, national origin, ancestry, physical or mental disability including perception of disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military and veteran status. Consultant and its officers, employees, agents, representatives or subcontractors shall comply with all applicable Federal, State and local laws and regulations related to non-discrimination and equal opportunity, including without limitation the Agency's non-discrimination policy; the Fair Employment and Housing Act (Government Code sections 12900 et seq.); California Labor Code sections 1101 and 1102; the Federal Civil Rights Act of 1964 (P.L. 88-352), as amended; and all applicable regulations promulgated in the California Code of Regulations or the Code of Federal Regulations.

11.2 Consultant shall include the non-discrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

11.3 Consultant shall provide a system by which recipients of service shall have the opportunity to express and have considered their views, grievances, and complaints regarding Consultant's delivery of services.

12. Assignment

This is an agreement for the services of Consultant. Agency has relied upon the skills, knowledge, experience and training of Consultant and the Consultant's firm, associates and employees as an inducement to enter into this Agreement. Consultant shall not assign or subcontract this Agreement without the express written consent of Agency. Further, Consultant shall not assign any monies due or to become due under this Agreement without the prior written consent of Agency.

13. Waiver of Default

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided below.

14. Notice

Any notice, communication, amendment, addition or deletion to this Agreement, including change of address of either party during the term of this Agreement, which Consultant or Agency shall be required or may desire to make shall be in writing and shall be personally served or, alternatively, sent by prepaid first class mail to the respective parties as follows:

To County:	To Consultant:
Stanislaus Animal Services Agency	Dr. Sarah Cadwell
Attention: Executive Director	10700 Rawles Road
3647 Cornucopia Way	Oakdale, CA 95361
Modesto, CA 95358	

15. Conflicts

Consultant agrees that it has no interest and shall not acquire any interest direct or indirect which would conflict in any manner or degree with the performance of the work and services under this Agreement.

16. Severability

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal, state or county statute, ordinance or regulation the remaining provisions of this Agreement or the application thereof shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

17. Amendment

This Agreement may only be modified, amended, changed, added to or subtracted from by the mutual consent of the parties hereto if such amendment or change is in written form and executed with the same formalities as this Agreement and attached to the original Agreement to maintain continuity.

18. Entire Agreement

This Agreement supersedes any and all other agreements, either oral or in writing, between any of the parties herein with respect to the subject matter hereof and contains all the agreements between the parties with respect to such matter. Each party acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding.

19. Advice of Attorney

Each party warrants and represents that in executing this Agreement, it has received independent legal advice from its attorneys or the opportunity to seek such advice.

20. Construction

Headings or captions to the provisions of this Agreement are solely for the convenience of the parties, are not part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement. Any ambiguity in this Agreement shall not be construed against the drafter, but rather the terms and provisions hereof shall be given a reasonable interpretation as if both parties had in fact drafted this Agreement.

21. Governing Law and Venue

This Agreement shall be deemed to be made under, and shall be governed by and construed in accordance with, the laws of the State of California. Any action brought to enforce the terms or provisions of this Agreement shall have venue in the County of Stanislaus, State of California.

IN WITNESS WHEREOF, the parties or their duly authorized representatives have executed this Agreement on the day and year first hereinabove written.

[Signatures appear on the following page]

**COUNTY OF STANISLAUS**  
**STANISLAUS ANIMAL SERVICES AGENCY**

**DR. SARAH CADWELL**

By: \_\_\_\_\_  
Annette Bedsworth, Executive Director

By: \_\_\_\_\_  
Sarah Cadwell, Veterinarian

"Agency"

"Consultant"

**APPROVED AS TO FORM:**  
Thomas Boze, County Counsel

By:  \_\_\_\_\_  
Rob Taro, Deputy County Counsel

V:\DATA\PUBLIC\Counsel\CONTRACT\PROF-SERV Agmt.wpd

## EXHIBIT A

### A. SCOPE OF WORK

The Consultant shall provide the following services under this Agreement:

1. Veterinary treatment of animals;
2. Spay and neuter of animals;
3. Emergency medical care of animals; and
4. Administration of vaccinations at clinics.

All medical services provided hereunder shall be performed in accordance with all applicable and accepted professional and ethical standards of the veterinary profession of which her or she is a member and shall be in compliance with all applicable Federal, State, and local laws, ordinances, regulations, rules and directives, as well as with all applicable regulations, policies, procedures, rules, and directives of the Veterinary Medical Board, and of its professional staff association.

### B. COMPENSATION

The Consultant shall be compensated for the services provided under this Agreement as follows:

1. Consultant will be compensated on a time and materials basis, not to exceed the limit of in Paragraph 2 below, based on the hours worked by the consultant. No markup shall be paid on reimbursed items.

2. The parties hereto acknowledge the maximum amount to be paid by the Agency for services provided shall not exceed \$130,000.00 including, without limitation, the cost of any subcontractors, consultants, experts or investigators retained by the Consultant to perform or to assist in the performance of its work under this Agreement.

### C. TERM

Paragraph 3.1 of the body of this Agreement is amended to read as follows:

3.1 The term of this Agreement shall be from July 1, 2021 through June 30, 2022 unless otherwise terminated as provided below. This agreement will not automatically renew but may be renewed for one (1) additional term by mutual, written agreement of the parties. Such renewal shall be in the form of an amendment to the Agreement.

### D. INVOICE TO:

Invoices shall be submitted to:  
Stanislaus Animal Services Agency  
3647 Cornucopia Way  
Modesto, CA 95358

## EXHIBIT B

### Insurance Requirements for Professional Services

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

#### MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** If the Consultant or the Consultant's officers, employees, agents, representatives or subcontractors utilize a motor vehicle in performing any of the work or services under the Agreement Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions)** Insurance appropriate to the Consultant's profession, with limits not less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

#### ***Application of Excess Liability Coverage***

Consultants may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.

#### ***Other Insurance Provisions***

The insurance policies are to contain, or be endorsed to contain, the following provisions:

### ***Additional Insured Status***

The County, its officers, officials, employees, agents and volunteers are to be covered as additional insureds on the CGL and the Auto policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability and Auto Liability coverage can be provided in the form of an endorsement to the Consultant's insurance (**at least** as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

### ***Primary Coverage***

For any claims related to this contract, the **Consultant's insurance coverage shall be primary** insurance primary coverage **at least** as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

**Reporting:** Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the County or its officers, officials, employee's, agents or volunteers.

### ***Notice of Cancellation***

Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the County. Notification of insurance cancellation to the County will be contractors' responsibility.

### ***Waiver of Subrogation***

Consultant hereby grants to County a waiver of any right to subrogation (except for Professional Liability) which any insurer of said Consultant may acquire against the County by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

### ***Self-Insured Retentions***

Self-insured retentions must be declared to and approved by the County. The County may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or County.

### ***Acceptability of Insurers***

Insurance is to be placed with California admitted insurers (licensed to do business in California) with a current A.M. Best's rating of no less than A-VII, however, if no California admitted insurance company provides the required insurance, it is acceptable to provide the required insurance through a United States domiciled carrier that meets the required Best's rating and that is listed on the current List of Approved Surplus Line Insurers (LASLI) maintained by the California Department of Insurance.

***Claims Made Policies***

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for **at least** five (5) years after completion of the contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

***Verification of Coverage***

Consultant shall furnish the County with a copy of the policy declaration and endorsement page(s), original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All **certificates and endorsements are to be received and approved by the County before work commences**. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

***Subcontractors***

Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that County is an additional insured on insurance required from subcontractors.

***Special Risks or Circumstances***

County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

***Insurance Limits***

The limits of insurance described herein shall not limit the liability of the Consultant and Consultant's officers, employees, agents, representatives or subcontractors. Consultant's obligation to defend, indemnify and hold the County, its officers, officials, employees, agents and volunteers harmless under the provisions of this paragraph is not limited to or restricted by any requirement in the Agreement for Consultant to procure and maintain a policy of insurance.

[SIGNATURES SET FORTH ON THE FOLLOWING PAGE]



\_\_\_\_\_ Exempt from Auto – I will not utilize a vehicle in the performance of my work with the County.

\_\_\_\_\_ Exempt from WC – I am exempt from providing workers' compensation coverage as required under section 1861 and 3700 of the California Labor Code.

I acknowledge the insurance requirements listed above.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

---

*For CEO-Risk Management Division use only*

Exception: Not Applicable

Approved by CEO for Risk Management:  Date: 6/1/2021

**Stanislaus Animal Services Agency**  
**Monthly Expense & Revenue Statement**  
**For the Month of:**

**May 2021**

**Percent of Budget Complete:** 92%

Description	Annual Budget	Month Actual	Monthly Target	YTD Actual	YTD Avail. Balance	YTD Actual as Pcnt. Of Budget
Salaries and Employee Benefits	\$3,347,052	\$231,369	\$278,921	\$2,451,645	\$895,407	73%
Overtime	\$60,400	\$3,133	\$5,033	\$44,991	\$15,409	74%
Extra Help	\$135,483	\$2,626	\$11,290	\$56,440	\$79,043	42%
<b>Salaries and Employee Benefits</b>	<b>\$3,542,935</b>	<b>\$237,128</b>	<b>\$295,245</b>	<b>\$2,553,076</b>	<b>\$989,860</b>	<b>72%</b>
Services and Supplies	\$1,502,128	\$92,165	\$125,177	\$1,014,941	\$487,187	68%
Fixed Assets (Truck)	\$55,475	\$0	\$4,623	\$42,439	\$13,036	77%
<b>Total Operating Expenses</b>	<b>\$5,100,538</b>	<b>\$329,293</b>	<b>\$425,045</b>	<b>\$3,610,455</b>	<b>\$1,490,083</b>	<b>71%</b>
Total Money & Property Use Rev.	\$1,047,768	\$128,097	\$87,314	\$781,882	\$265,886	75%
Total Revenue From Services	\$362,695	\$35,209	\$30,225	\$286,040	\$76,655	79%
Total Miscellaneous Revenue	\$157,900	\$14,537	\$13,158	\$159,915	(\$2,015)	101%
Partner Contributions	\$3,532,175	\$294,348	\$294,348	\$2,943,488	\$588,688	83%
<b>Total Revenue</b>	<b>\$5,100,538</b>	<b>\$472,191</b>	<b>\$425,045</b>	<b>\$4,171,325</b>	<b>\$929,213</b>	<b>82%</b>
<b>Total Revenue less Partner Contributions</b>	<b>\$1,568,363</b>	<b>\$177,843</b>	<b>\$130,697</b>	<b>\$1,227,837</b>	<b>\$340,526</b>	<b>78%</b>
<b>Net Revenue Less Expenditures</b>	<b>\$0</b>	<b>\$142,897</b>	<b>\$0</b>	<b>\$560,869</b>	<b>(\$560,869)</b>	<b>11%</b>

Stanislaus Animal Services Agency

Revenue Detail

For the Month of:

May 2021

Percent of Budget Complete:

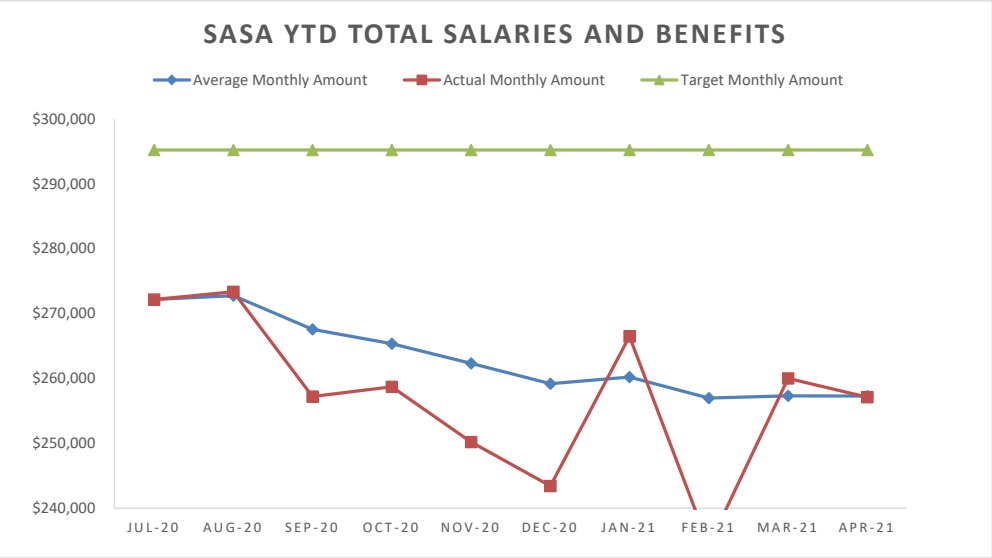
92%

Description	Annual Budget	Prior Month Actual	Month Actual	Other Juris	Month Actual	Monthly Target	YTD Actual	YTD Avail. Balance	YTD Actual as Pcnt. Of Budget
Animal Licenses	\$784,348	\$84,795	\$44,743	\$62	\$44,681	\$65,362	\$444,944	\$339,404	57%
Court Fines	\$227,388	\$37,593	\$31,242	\$106	\$31,136	\$18,949	\$377,726	(\$150,338)	166%
Interest/Rents/Concessions	\$36,032	\$6,050	\$2,525		\$2,525	\$3,003	\$37,554	(\$1,522)	104%
<b>Total Money &amp; Property Use Rev.</b>	<b>\$1,047,768</b>	<b>\$128,438</b>	<b>\$78,510</b>	<b>\$168</b>	<b>\$78,342</b>	<b>\$87,314</b>	<b>\$860,224</b>	<b>\$187,544</b>	<b>82%</b>
Adoption Charges	\$150,311	\$23,849	\$25,888	\$9,895	\$15,993	\$12,526	\$141,762	\$8,549	94%
Reclaim Fees	\$45,743	\$4,647	\$3,371	\$330	\$3,041	\$3,812	\$37,252	\$8,491	81%
Room & Board	\$38,182	\$6,346	\$3,070	\$150	\$2,920	\$3,182	\$38,889	(\$707)	102%
Micro Chips	\$12,443	\$2,040	\$1,410	\$370	\$1,040	\$1,037	\$13,082	(\$639)	105%
Vaccinations	\$69,552	\$7,458	\$8,177	\$1,415	\$6,762	\$5,796	\$53,923	\$15,629	78%
Trap Rental	\$972	\$0	\$0	\$0	\$0	\$81	\$455	\$517	47%
Owner Release	\$34,167	\$1,650	\$1,008	\$243	\$765	\$2,847	\$13,742	\$20,425	40%
AC - Field Svcs/Quarantine/Other	\$11,325	\$3,205	\$1,860	\$135	\$1,725	\$944	\$19,181	(\$7,856)	169%
<b>Total Revenue From Services</b>	<b>\$362,695</b>	<b>\$49,195</b>	<b>\$44,785</b>	<b>\$12,538</b>	<b>\$32,247</b>	<b>\$30,225</b>	<b>\$318,287</b>	<b>\$44,408</b>	<b>88%</b>
Other Jurisdiction Revenue	\$149,152	\$14,393	\$12,828		\$12,828	\$12,429	\$169,430	(\$20,278)	114%
*Other Misc.	\$8,748	\$210	\$523	\$122	\$401	\$729	\$3,714	\$5,034	42%
<b>Total Miscellaneous Revenue</b>	<b>\$157,900</b>	<b>\$14,603</b>	<b>\$13,351</b>	<b>\$122</b>	<b>\$13,229</b>	<b>\$13,158</b>	<b>\$173,144</b>	<b>(\$15,244)</b>	<b>110%</b>
Partner Contributions	\$3,532,175	\$294,348	\$294,348		\$294,348	\$294,348	\$3,237,835	\$294,340	92%
<b>Total Revenue</b>	<b>\$5,100,538</b>	<b>\$486,584</b>	<b>\$430,994</b>	<b>\$12,828</b>	<b>\$418,166</b>	<b>\$425,045</b>	<b>\$4,589,491</b>	<b>\$511,047</b>	<b>90%</b>
<b>Total Revenue less Partner Contributions</b>	<b>\$1,568,363</b>	<b>\$192,236</b>	<b>\$136,646</b>	<b>\$12,828</b>	<b>\$123,818</b>	<b>\$130,697</b>	<b>\$1,351,655</b>	<b>\$216,708</b>	<b>86%</b>

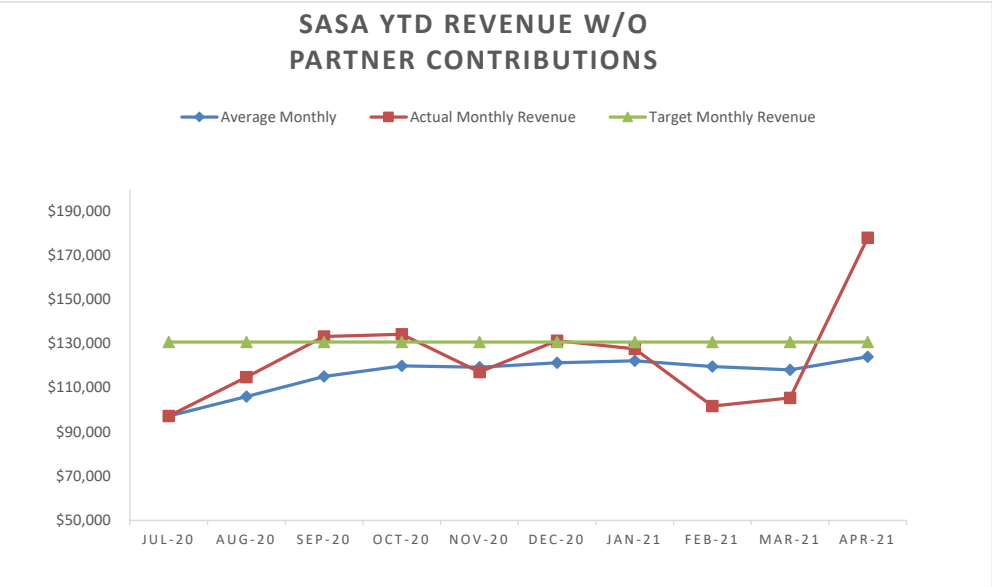
**STANISLAUS ANIMAL SERVICES AGENCY**

**Current SASA Staff as of May 2021**

<b>FULL TIME Position</b>	<b>Years of Service</b>	<b>Notes</b>
Executive Director	31.0	
Animal Service Officer II	30.0	
Manager II	6.0	
Admin Clerk III	21.0	
Account Clerk II	20.0	
Animal Services Operations Supervisor - Field Operations	20.0	
Animal Care Specialist II	19.0	
Animal Service Officer II	17.0	
Animal Care Specialist II	15.0	
Animal Services Operations Supervisor - Animal Care - Shelter	15.0	
Admin Clerk III	15.0	
Animal Service Officer II	14.0	
Supervising Acct/Admin Clerk II	14.0	
Animal Care Specialist II	12.0	
Admin Clerk III	0.0	
Animal Services Operations Supervisor - Volunteer Coord.	8.0	
Admin Clerk III	7.0	
Animal Care Specialist II	7.0	
Animal Care Specialist III (RVT)	7.0	
Animal Service Officer II	5.0	
Confidential Assistant IV	5.0	
Animal Care Specialist II	5.0	
Animal Care Specialist II	5.0	
Admin Clerk III	3.0	
Maintenance Engineer III	3.0	
Animal Care Specialist II	4.0	
Animal Care Specialist III (RVT)	3.0	
Animal Care Specialist II	3.0	
Animal Care Specialist II	2.0	
Animal Service Officer II	1.0	
Animal Services Operations Supervisor - Rescue Coord.		VACANT, will recruit FY 21/22
Animal Care Specialist II		VACANT, will recruit FY 21/22
County Veterinarian		VACANT, current open recruitment
Animal Care Specialist III (RVT)	0.0	
<b>Total of Full Time Positions (Fully Benefited)</b>	<b>35</b>	
<b>Extra Help Position</b>	<b>Years of Service</b>	<b>Notes</b>
Operations Manager (PSC)		
Animal Care Specialists I - (PETCO Grant)	2.0	
Animal Care Specialist III		VACANT
Animal Care Specialists I - (PETCO Grant)	1.0	
Admin Clerk III	1.0	
Animal Care Specialist I	0.0	VACANT, current open recruitment
<b>Total of Contract, Extra Help/ Part-Time Positions (Non-Benefited)</b>	<b>6</b>	



**\*Salaries and Employee Benefits: Savings due to 4 full time vacancies; current open recruitment for Veterinarian & Admin Clerk III. Rescue Coordinator & Animal Care Specialist II will open next Fiscal Year. Part-time Extra Help has 2 vacancies, with current open recruitment for Animal Care Specialist I .**





# Operations Report

June 17, 2021



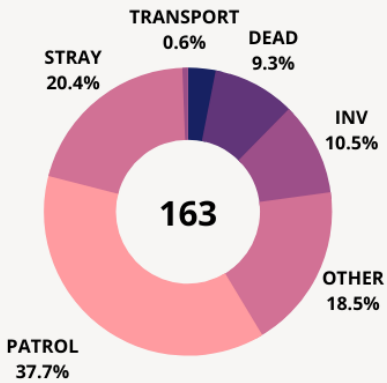
Stanislaus Animal Services Agency Operations Reports highlight operational statistics each month. The attached monthly report represents the period of May 1, 2021 through May 31, 2021.

**ATTACHMENTS:**

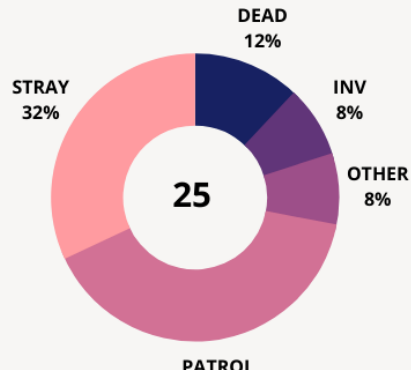
- A - Calls For Service
- B - Average Response Times
- C - Daily Population Dogs
- D - Daily Population Cats
- E - Volunteer Hours
- F - Animals Fostered
- G - Animals Rescued
- H - TNR
- I - RTH
- J - Growth



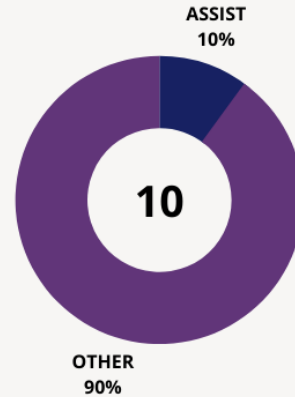
# Completed Calls for Service



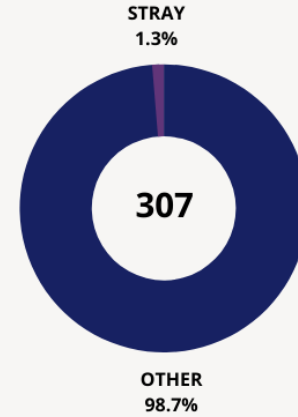
**CERES**



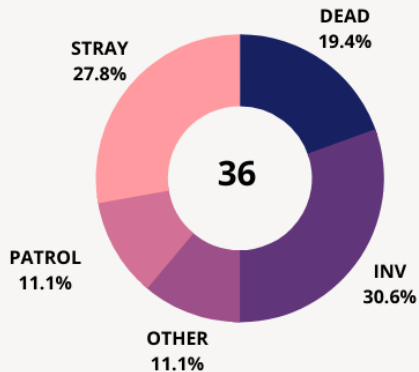
**HUGHSON**



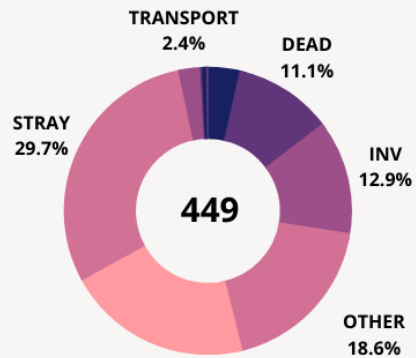
**MODESTO**



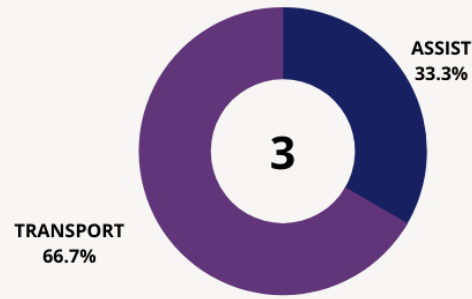
**On-Site Assignment**



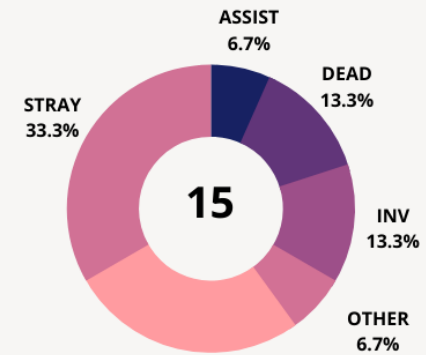
**PATTERSON**



**STANISLAUS**



**OO COUNTY**



**WATERFORD**

Total calls completed  
1,009

14  
Animals  
Diverted  
From The  
Shelter

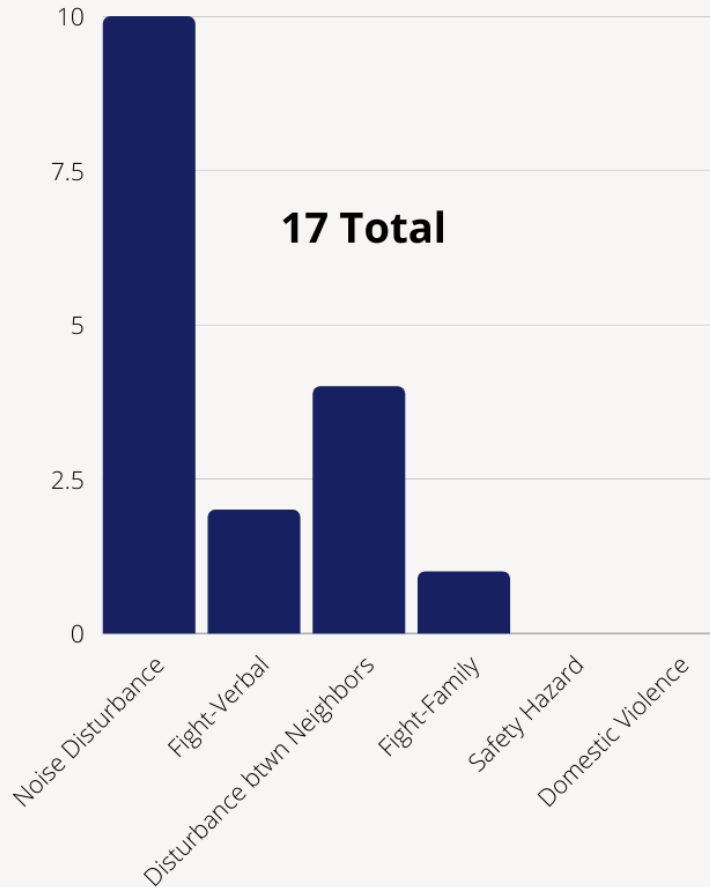




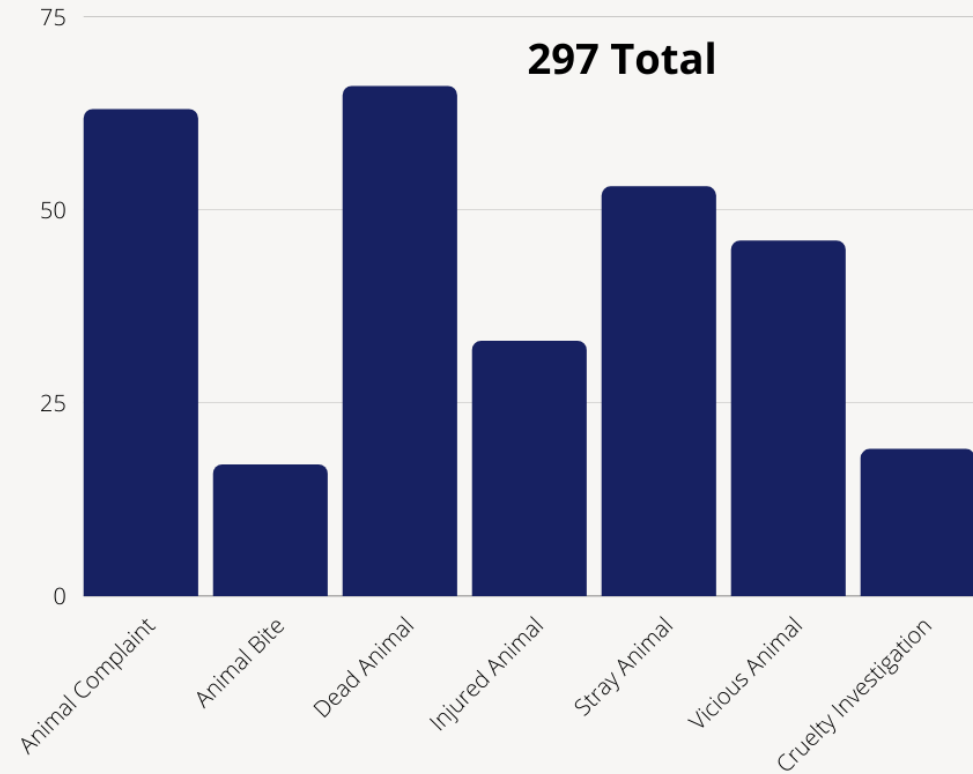
# Modesto Police Department

Animal Control- Calls For Service (5/1/2021 to 5/31/2021)

### Animal Related and Hazard Calls



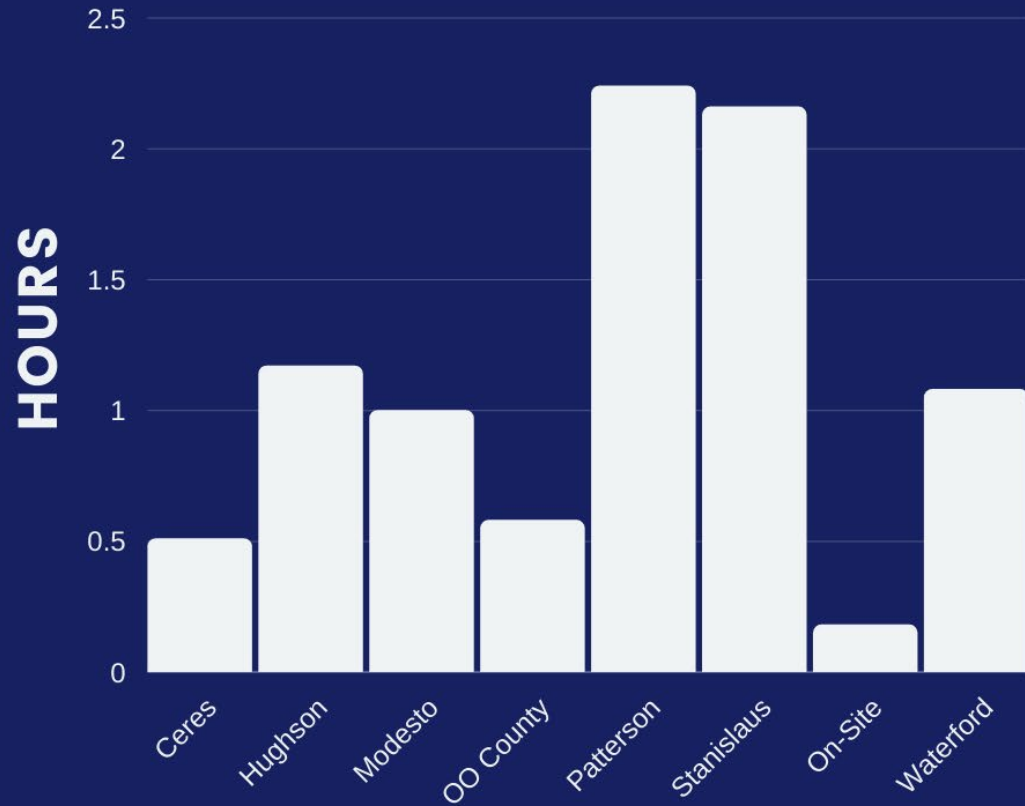
### Animal Control Calls for Service



Animals  
Diverted  
from the  
Shelter

11

## 1,009 TOTAL FIELD CALLS



### Total Calls Per Area

Ceres-163	Patterson-36
Hughson-25	Stanislaus-449
Modesto-10	On-Site -307
OO County-3	Waterford-15

## Average Response Times



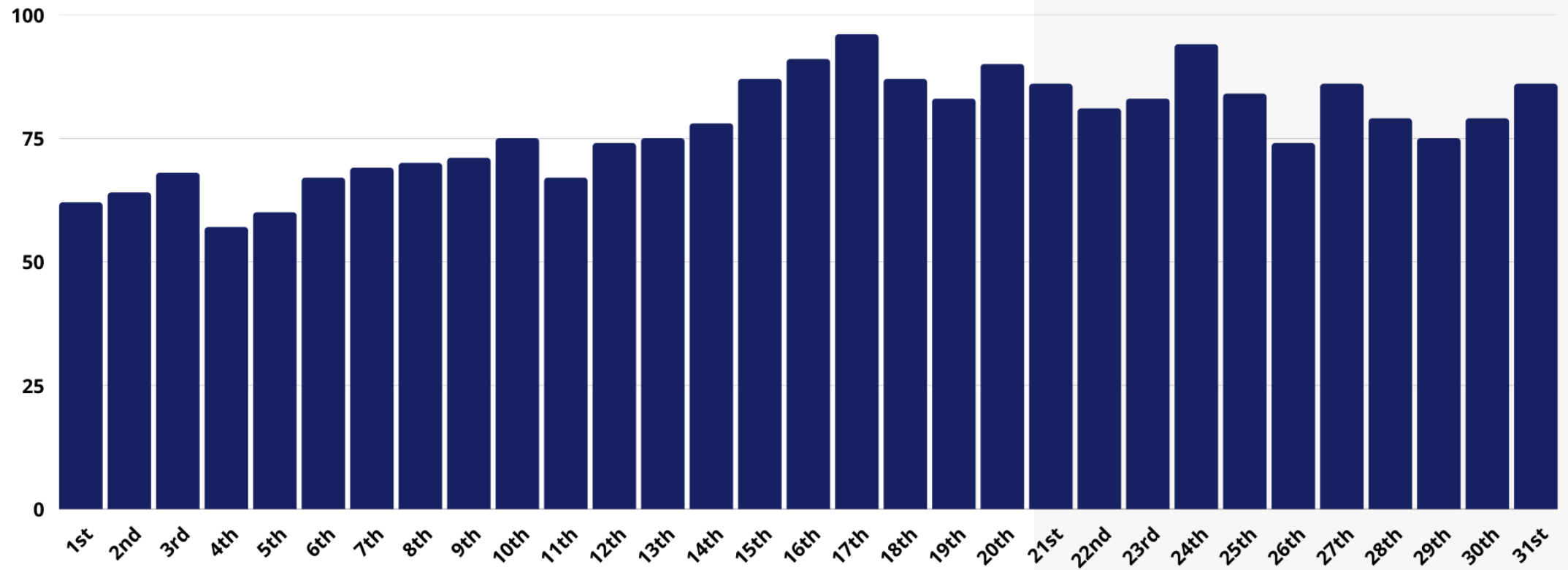
### FIELD SERVICE CALLS

Initial response time used to calculate average response time

# Daily Kennel Census Dogs



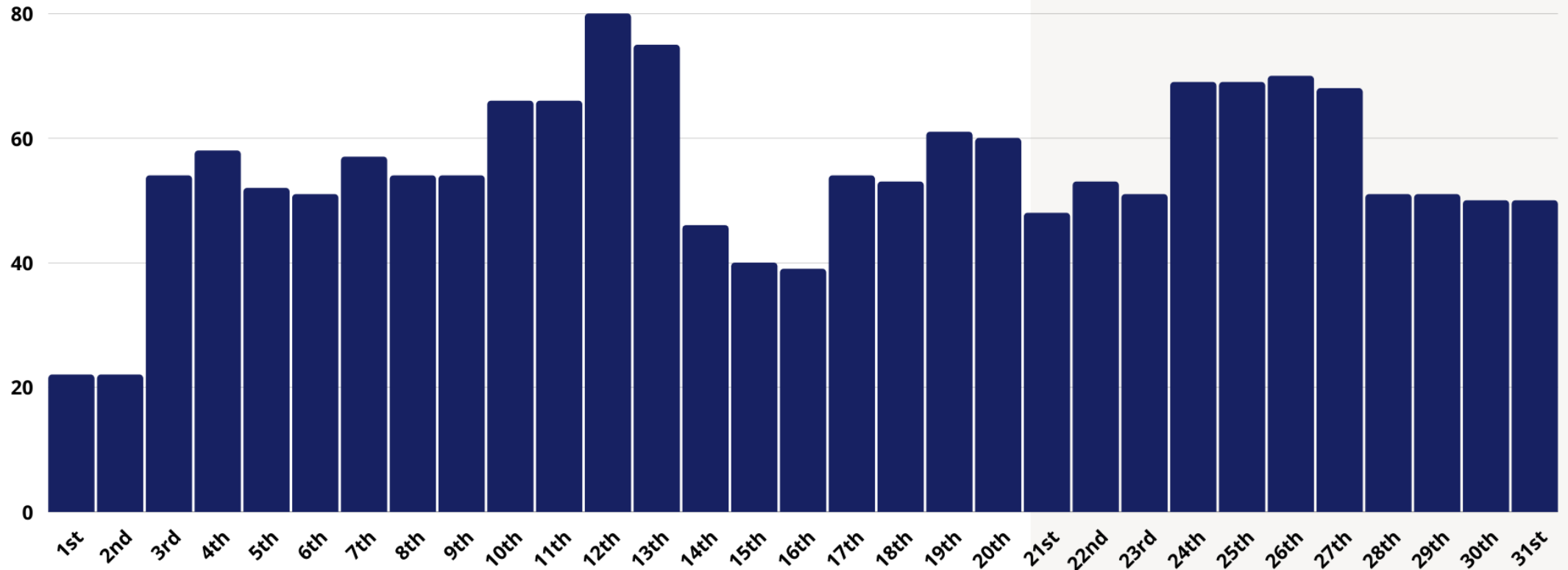
Max Occupancy 188





# Daily Kennel Census Cats

Max Occupancy 224

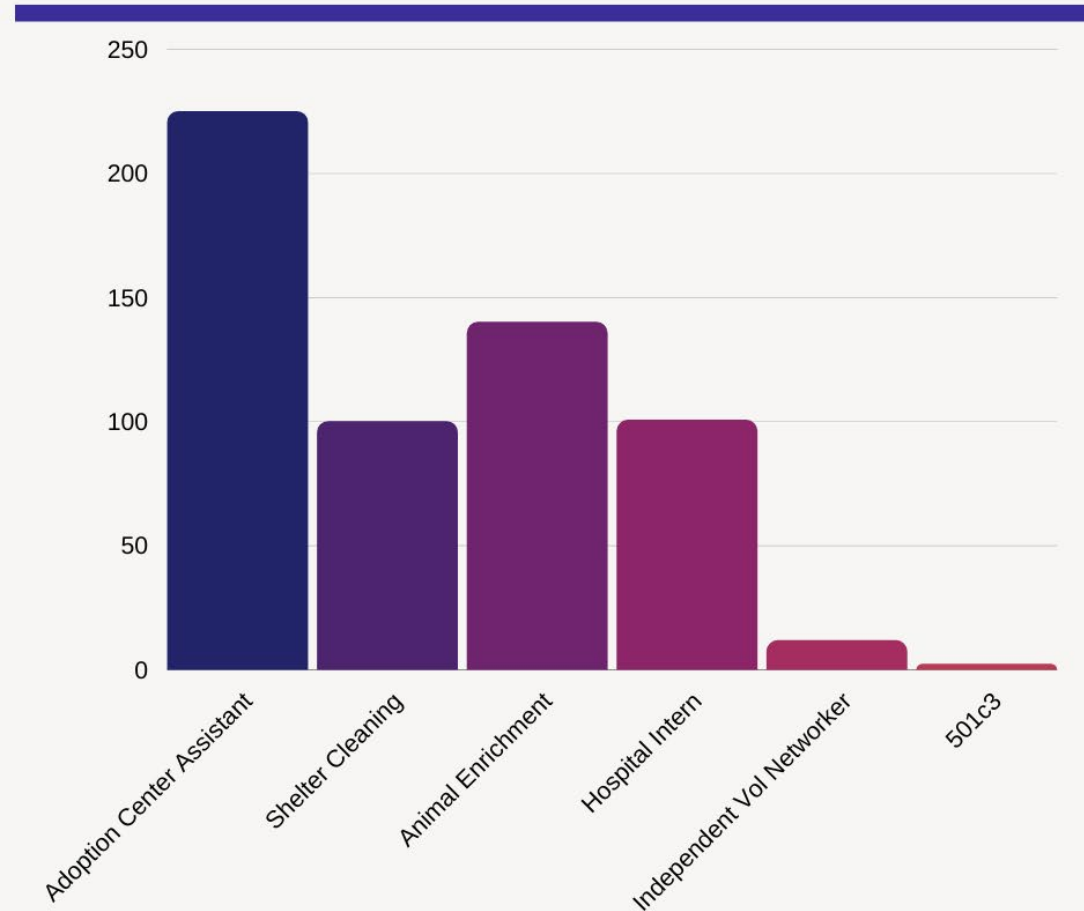




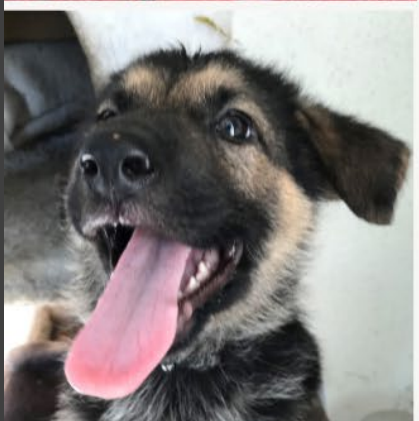
# Summary of Volunteer Hours

FROM 5/1/2021 - 5/31/2021

FTE OF 3.63 FOR MAY



580.01  
Hours  
Total



May 2021

# ANIMALS FOSTERED 317





May 2021

# 71 ANIMALS RESCUED

WE WANT TO THANK OUR  
RESCUE PARTNERS.

EACH DAY WE GET ANOTHER  
OPPORTUNITY TO GROW AND  
WORK TOGETHER



Collaboration

May 2021

 **115 CATS  
WERE  
ALTERED  
AND  
RETURNED TO  
THEIR HOME** 

Our new neighbors have mooooooved onto their dairy assignment!





# GETTING THEM HOME SAFELY

62 Animals Were  
Returned to Their Owners  
in May 2021



# Growth and Development



— “ —

Success is a continuing thing. It is growth and development. It is achieving one thing and using that as a stepping stone to achieve something else.

-John C. Maxwell

— ” —



[sheltermedicine.com](http://sheltermedicine.com)

