



SPECIAL MEETING

Thursday, June 16, 2022, at 9:30 am

Harvest Hall, Room A  
3800 Cornucopia Way  
Modesto, CA 95358



# **STANISLAUS ANIMAL SERVICES AGENCY**

“SERVING YOUR COMMUNITY TOGETHER”

3647 Cornucopia Way  
Modesto CA 95358  
Phone: 209.558.7387 Fax: 209.558.2138  
[www.stancounty.com/animalservices](http://www.stancounty.com/animalservices)

## Joint Powers Agency Special Meeting Notice

---

**Thursday, June 16, 2022, Harvest Hall 3800 Cornucopia Way, Room A, Modesto, CA**

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

The agenda is divided into two sections:

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

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

**PUBLIC COMMENT – 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.

**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.

**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](http://www.stancounty.com/animalservices)

Stanislaus Animal Services Agency Board Special Meeting Agenda

---

**SPECIAL MEETING**  
**June 16, 2022**

1. **Roll Call (silent):**
  
2. **Public Comment Period on the Matter on the Agenda: (Limit of 5 minutes per person)**
  
3. **New Business:**
  - A. Adoption of the recommended Fiscal Year 2022-2023 Final Budget, with considerations of Options/Scenarios 1-4
  
4. **Adjourn:**



**STANISLAUS ANIMAL SERVICES AGENCY  
ACTION AGENDA SUMMARY**

AGENDA DATE: June 16, 2022

AGENDA #: 3A

**SUBJECT:**

Adoption of the recommended Fiscal Year 2022-2023 Final Budget, with considerations of Options/Scenarios 1-4

**DISCUSSION:**

The Stanislaus Animal Services Agency (SASA) is charged with preparing the annual proposed budget. Each year, staff prepares a proposed budget for the Joint Powers Authority Board (Board) consideration. In preparation for this year’s Fiscal Year 2022-2023 Proposed Budget, staff began with the Fiscal Year 2021-2022 Budget and began building from there. The new/proposed Fiscal Year 2022-2023 Proposed Budget (to be presented with this report) was diligently evaluated to include a variety of internal and external factors, as well as trends, changing needs, prior year actual expenditures, and forecasted expenditures.

In addition, the Board established a Budget Subcommittee during the February 17, 2022, SASA Board meeting – the Subcommittee comprised of Jewel Warr (County of Stanislaus), Mike Pitcock (City of Waterford), and Scotty Douglass (City of Modesto). Staff worked with the Subcommittee throughout the budget process to develop the proposed budget to be presented in conjunction with this staff report.

The newly established Fiscal Year 2022-2023 Proposed Budget is presented for Board consideration. Of Note, the Proposed Budget includes options directly related to staffing considerations of one or two additional staff: 1) An Account Clerk III, and 2) An Accounting Technician.

These same two positions were previously proposed to the Board at the May 19, 2022, SASA Board meeting with a request to further break down individual costs per partner, providing the options as Scenarios. The Budget Presentation will include those costs per partner. Due to the considerable duties and responsibilities related to each of these potential additional staff members, staff included the agenda item from the May 19<sup>th</sup> Board Meeting for reference.

**STAFF RECOMMENDATIONS:**

1. Consider staffing options and impacts to the Fiscal Year 2022-2023 Budget:
  - a. Scenario 1, Base Budget, inclusive of the approved Manager I/II position and standard cost-of-living increases;
  - b. Scenario 2, Adding one Account Technician to the Base Budget, increasing the staffing allocation by one position;
  - c. Scenario 3, Adding one Account Clerk III to the Base Budget, increasing the staffing allocation by one position; or
  - d. Scenario 4, Adding both the Account Technician and the Account Clerk III positions to Base Budget, increasing the staffing allocation by two positions.

2. Approve the Fiscal Year 2022-2023 Budget as selected by the Board, identified in one of the options listed below – Staff recommends Scenario 4:
- a. Scenario 1, Base Budget, inclusive of the approved Manage I/II position and standard cost-of-living increases;
  - b. Scenario 2, Adding one Account Technician to the Base Budget, increasing the staffing allocation by one position;
  - c. Scenario 3, Adding one Account Clerk III to the Base Budget, increasing the staffing allocation by one position; *or*
  - d. Scenario 4, Adding both the Account Technician and the Account Clerk III positions to Base Budget, increasing the staffing allocation by two positions.

---

**FISCAL IMPACT:**

Fiscal impact would be determined by the Scenario above, as reflected in the Budget Presentation.

---

**ATTACHMENTS:**

Item 7B from the May 19, 2022, SASA Board Meeting, for reference – Account Clerk III and Account Technician report.

---

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