

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

**Regular Meeting**

**Thursday**

**March 15, 2018**

**Members Present:**

Ken Irwin, City of Patterson and Chair  
Capt. Craig Gundlach, City of Modesto and Vice Chair  
Toby Wells, City of Ceres  
Mike Pitcock, City of Waterford  
Jody Hayes, Stanislaus County  
Raul Mendez, City of Hughson

**Members Absent:**

None

**Staff Present:**

Annette Patton, Executive Director  
Martha Ruano, Manager II  
Linda Ford, Confidential Assistant  
Deirdre McGrath, Deputy County Counsel  
Kashmir Gill, Assistant Auditor Controller  
Joan Cox, Outside Counsel for Stanislaus County

**Guests and Dignitaries:**

Jim De Martini, Stanislaus County Supervisor

1. The meeting was called to order at 9:01 a.m. by Ken Irwin, Chair.
2. **Roll call:** See above
3. **Public Comment:**  
Augusta Farley talked about Stanislaus Pet Resource Center, a 501 c (3) under West Side Animals for Adoption. This program is a pet and owner resource center focusing on impound prevention. Prevention could be as simple as training assistance or as complex as housing. The program has three components. 1. – Spay Neuter assistance through Grant Funds. 2. – Veterinary Care through the Angel Fund. 3. – Safety Net preventing pets from entering shelters. Referrals come from the shelter, veterinary offices and the Cat Network. Will continue to find and apply for grants.
4. Approved the Agency Board Meeting Minutes of January 12, 2018 and February 5, 2018. (Ceres/Hughson –6/0)
5. **Correspondence:** None

## **6. New Business:**

- A. Authorized Executive Director to Finalize and Execute Promissory note as outlined under bullet 2 which reads: Amortize accrued interest over remaining term of Promissory Note and Update Payment Amounts Annually for Remainder of Term to Comport with Fluctuations in Interest Rate. And, proceed with pursuing PFF Funds to help offset the expense. Since the City of Patterson prepaid, a refund has been authorized. The Ground Lease is approved in principle, and still needs approval through the County Board of Supervisors. (Ceres/Waterford – 6/0)
- B. Accepted the 2016-2017 Stanislaus Animal Services Agency Financial Statements from Brown Armstrong. The annual audit held no findings. Statements were previously submitted to each Agency Member for review.
- C. Discussed Changing the Quarterly Board Meetings to Monthly Meetings and Proposed the 3<sup>rd</sup> Thursday of each month at 9 a.m. The By-Laws will be revised and brought back to the next meeting for approval with an effective date in the new Fiscal Year. Board members request a quarterly budget update with the increased meetings with monthly programs as they arise.
- D. Public Hearing to Consider the Adoption of the Recommended Proposed Budget for Budget Year 2017-2018. Executive Director will come back to a Special Meeting in April with a Status Quo Budget with prioritized staffing needs and an updated current year budget.

## **7. Director Report:**

- A. Status of 3643 Cornucopia Way – A two year lease will be in effect March 1, 2018 with Lander Veterinary Clinic operating as Valley Pet Clinic.
- B. Best Friends Animal Society – Best Friends has been sending Cat traps and dens and hiring staff. A meeting has been scheduled for next week between Best Friends and the veterinarians working the Community Cat program with Animal Services.
- C. Status of Operations – Already discussed.
- D. Date for next meeting – April 12, 2018 at 9 a.m. – Special Meeting to bring back a Status Quo Budget, the By-Laws and an up to date current year budget including revenue.

**Member Referrals:** Raul Mendez introduced Andrew Mendes a senior from Hughson High School, shadowing Raul as part of his leadership program.

Adjourned Regular Meeting at 11:40 a.m.

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

(The above is a summary of the minutes of the Governing Board of the Joint Powers Agency. Complete minutes are available from the Clerk at Stanislaus Animal Services Agency, 3647 Cornucopia Way in Modesto, CA.)