

**SILICON VALLEY
ANIMAL CONTROL AUTHORITY**

AGENDA ITEM

Non-pensionable Staff Compensation

RECOMMENDED MOTION

That the Board of Directors approve a one-time non-pensionable staff compensation in the amount of 6.7% for all currently active SVACA staff who were employed and active for the full year in 2021-22 effective November 16, 2022.

DISCUSSION

At the September 28, 2022 Board meeting, staff reviewed the continued healthy state of SVACA's finances including the 2021-22 operating surplus of \$162,989. SVACA staff has endured a past hiring freeze due to the pandemic and staff resignations yet continued to do their duties without missing a beat. Staff has also included our primary veterinarian in the one-time non-pensionable staff compensation.

The one-time non-pensionable staff compensation of 6.7% of current salaries totals \$88,300.00.

DOCUMENTS ATTACHED

Current SVACA Reserves
Income & Expenses Budget vs. Actual

2022-23 SVACA Reserves
11/2/22

Unrestricted

Capital Project Improvement Fund	\$ 544,999.00
Operating Reserve Fund	\$ 385,733.00
Reserve for Unknown Losses	\$ 203,003.00
Vehicle Replacement Fund	\$ 15,507.00
Total:	\$ 1,149,242.00

FYE 6-30-22 Surplus	\$ 162,989.00
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Restricted

Animal Assistance Fund	\$ 1,918,676.00
Chubz Fund	\$ 4,486.00
Total:	\$ 1,923,162.00

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08/04/22

Accrual Basis

SVACA
Income & Expenses Budget vs. Actual (Unaudited)
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
Licensing			
License Fees (SVACA Collected)	182,908.50		
Licensing - Other	0.00	175,000.00	0.0%
Total Licensing	182,908.50	175,000.00	104.5%
Program Fees			
Disposal Fees	2,435.00		
Spay/Neuter Voucher Discount	17,100.00		
Spay/Neuter Clinic	79,254.00		
HTL	1,540.00		
Training Deposit	4,000.00		
Adoption Fees	66,730.00		
Reclaim Fees	20,976.00		
Surrender Fees	3,940.00		
Impound Fees	160.00		
Board Fees	154.00		
Field Service Charge	7,750.00		
Quarantine Fees	6,650.00		
Program Fees - Other	0.00	300,000.00	0.0%
Total Program Fees	210,689.00	300,000.00	70.2%
Interest	14,129.32	28,000.00	50.5%
Returned Check Fee	50.00		
Miscellaneous Revenue	3,884.15		
SVACA Member City Contributions	1,880,407.00	1,880,407.00	100.0%
Total Income	2,292,067.97	2,383,407.00	96.2%
Gross Profit	2,292,067.97	2,383,407.00	96.2%
Expense			
Non-pensionable compensation	53,295.12		
Return to Owner Hardship Fund	614.00	2,000.00	30.7%
Salaries and Benefits			
Wages/Salaries, Regular	1,359,223.32	1,464,434.00	92.8%
Wages/Salaries, Overtime	34,541.82	32,000.00	107.9%
Health Insurance	134,257.04	221,000.00	60.7%
Dental	17,911.81	22,188.00	80.7%
Vision Insurance	2,335.02	3,327.00	70.2%
Life Insurance	1,295.30	1,743.00	74.3%
LTD/STD	4,297.79	4,358.00	98.6%
CalPERS Expense	123,405.32	157,191.00	78.5%
1959 Survivor Expense	650.18	1,037.00	62.7%
Payroll Taxes-SUI & Medicare	24,411.00	75,570.00	32.3%
Total Salaries and Benefits	1,702,328.60	1,982,848.00	85.9%
Professional Fees/Services			
Legal Services	350.00	10,000.00	3.5%
Contract Veterinarians	13,196.90	10,000.00	132.0%
Investigations	0.00	1,000.00	0.0%
Accounting Services	15,392.24	16,000.00	96.2%
IT	15,005.55	16,000.00	93.8%
Payroll Services	3,317.45	3,800.00	87.3%
Wildlife Center Contract	24,738.00	24,738.00	100.0%
Total Professional Fees/Services	72,000.14	81,538.00	88.3%
Facility Expenses			
Utilities			
Electric	49,877.09		
Gas	35,284.37		
Refuse	8,121.36		
Water & Sewer	13,947.95		

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Accrual Basis

SVACA
Income & Expenses Budget vs. Actual (Unaudited)
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	% of Budget
Total Utilities	107,230.77		
Assessment	172.56		
Custodial Service			
Janitorial	17,125.00		
Supplies	7,268.51		
Custodial Service - Other	0.00	15,000.00	0.0%
Total Custodial Service	24,393.51	15,000.00	162.6%
Bldg. Maintenance/HVAC Contract	31,145.02	40,000.00	77.9%
Facility Expenses - Other	0.00	90,000.00	0.0%
Total Facility Expenses	162,941.86	145,000.00	112.4%
Communications			
Wireless Communications	5,877.92	7,300.00	80.5%
Telephone & Fax	1,981.10	10,000.00	19.8%
Total Communications	7,859.02	17,300.00	45.4%
Advertising	0.00	500.00	0.0%
Bank Service Charges			
Credit Card Fees	1,043.90		
Return Check Charge	12.00		
Bank Service Charges - Other	14,344.39	18,000.00	79.7%
Total Bank Service Charges	15,400.29	18,000.00	85.6%
Computer Costs			
Hardware	10,727.83		
Computer Costs - Other	0.00	10,600.00	0.0%
Total Computer Costs	10,727.83	10,600.00	101.2%
Dues and Subscriptions	1,979.90	2,000.00	99.0%
Equipment-Non Fixed Asset	513.56	500.00	102.7%
Equipment Rental (Copy Machine)	5,069.03	10,000.00	50.7%
Insurance			
Liability Insurance	42,860.38	45,315.00	94.6%
Workers' Comp	37,002.22	47,380.00	78.1%
Total Insurance	79,862.60	92,695.00	86.2%
Office & General Supplies	1,856.18	2,000.00	92.8%
Postage and Delivery	7,458.04	8,000.00	93.2%
Printing and Reproduction	190.83	2,500.00	7.6%
Recruitment and Testing	1,887.56	3,500.00	53.9%
Animal Care			
Animal Rabies Exam	1,025.64		
Adoptions & Supplies	115.09		
Cleaning Supplies	96.85		
Disposal	2,040.00		
Food	1,561.33		
Medical Supplies	15,801.29		
Veterinary Equipment Maint.	2,585.39		
Animal Care - Other	0.00	20,000.00	0.0%
Total Animal Care	23,225.59	20,000.00	116.1%
Outreach & Education	0.00	500.00	0.0%
Volunteers	0.00	500.00	0.0%
Training and Education	1,228.52	2,000.00	61.4%
Travel (Air, Car, Hotel, M,E&I)	0.00	1,500.00	0.0%
Uniforms	1,194.12	1,000.00	119.4%
Vehicle Expenses			
Gasoline	11,783.21		
Maintenance and Repair	13,737.13		

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Accrual Basis

SVACA
Income & Expenses Budget vs. Actual (Unaudited)
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
Vehicle Expenses - Other	0.00	25,000.00	0.0%
Total Vehicle Expenses	<u>25,520.34</u>	<u>25,000.00</u>	<u>102.1%</u>
Total Expense	2,175,153.13	2,429,481.00	89.5%
Net Ordinary Income	116,914.84	-46,074.00	-253.8%
Other Income/Expense			
Other Income			
Animal Assistance Fund	<u>-54,536.64</u>		
Total Other Income	-54,536.64		
Other Expense			
Depreciation Expense	<u>194,532.70</u>		
Total Other Expense	194,532.70		
Net Other Income	<u>-249,069.34</u>		
Net Income	<u><u>-132,154.50</u></u>	<u><u>-46,074.00</u></u>	<u><u>286.8%</u></u>