I. Call to Order & Pledge of Allegiance

II. Roll Call of ASCMV Board Members and Determination of Quorum

III. Changes to Agenda and Approval of Agenda

IV. Minutes
   a. Approval of the Minutes from the regular ASCMV Board Meeting held July 12th, 2018.

V. Reports/Presentations
   a. City and County ACO Reports – City Animal Control and County Animal Control
   b. Shelter Statistics/Quarterly Report/Shelter Activities/Educational and Spay/Neuter Initiatives – Clint Thacker
   c. Committee Reports
      1. Finance – David Dollahon, Committee Chair
      2. Executive – Kasandra Gandara, Committee Chair
      3. Facilities – Greg Smith, Committee Chair
   d. Zero In 7 Update

VI. Public Input

VII. Chair and Board Comments

VIII. Adjournment

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at 382-0018/v or 541-2128/tty. Posted Dated: August 6, 2018. The agenda is on the web at: www.ascmv.org. Copies of the agenda packet are available at the Branigan Library, City Hall and the County Clerk’s Office.
ANIMAL SERVICE CENTER OF MESILLA VALLEY

July 12, 2018 at 9:00 a.m.

BOARD MEMBERS PRESENT:
Kasandra Gandara - Chair
Jack Eakman - Board Member
Ramon Gonzalez, Board Member
Gregory Z. Smith - Board Member
David Dollahon - Ex-Officio Member

BOARD MEMBERS NOT PRESENT:
Jess C. Williams - Vice-Chair
Billy Garrett - Board Member

I. Call to Order & Pledge of Allegiance (9:01 AM)
Gandara: Good morning and welcome to the Animal Services Board meeting. It is 9:01 so I call this meeting to order. Will you please stand for the Pledge of Allegiance?

ALL STAND FOR PLEDGE OF ALLEGIANCE.

II. Roll Call of ASCMV Board Members and Determination of Quorum
Gandara: Will you please call the roll?
Baum: Board Member Dollahon.
Dollahon: Here.
Baum: Board Member Gonzalez.
Gonzalez: Present.
Baum: Board member Eakman.
Eakman: Here.
Baum: Board Member Garrett is not here. Board Member Smith.
Smith: Here.
Baum: Board Member Williams is not here. Chairperson Gandara.
III. Changes to Agenda and Approval of Agenda

Gandara: I think we have a quorum. Okay. Are there any changes to the agenda? And can I get a motion to approve the agenda?

Gonzalez: So I will.

Eakman: Second.

Baum: Board member Gonzalez. Yes?

Gonzalez: Yes.

Baum: Thank you. Board member Eakman.

Eakman: Yes.

Baum: Board member Smith.

Smith: Yes.

Baum: Chairperson Gandara.

Gandara: Yes.

MOTION APPROVED UNANIMOUSLY.

IV. Minutes

A. Approval of the Minutes from the regular ASCMV Board Meeting held June 14, 2018

Gandara: On to the minutes. May I get and approval of the minutes from the regular Services Center Board meeting held June 14, 2018?

Eakman: I would move approval of those minutes as distributed.

Gonzalez: Second.

Gandara: Thank you.

Baum: Board member Gonzalez.

Gonzalez: Yes.
Baum: Board member Eakman.
Eakman: Yes.
Baum: Board member Smith.
Smith: Yes.
Baum: Chairperson Gandara.
Gandara: Yes.

MOTION APPROVED UNANIMOUSLY.

V. Reports/Presentations

A. City and County ACO Reports - City and County Animal Control

Gandara: Next is the reports and presentations, City and County ACO reports. Who would like to go first? Gino?
Jimenez: Good morning.
Gandara: Good morning.
Jimenez: Madam Chair if I may have a minute, for some reason my presentation was not uploaded. I do have it on a jump drive. I'll give it to them so that they can upload it.
Dollahon: I'm loading yours too.
Gandara: Oh, Okay.
Dollahon: It's like voting in Chicago you all. You all need to do it early and often.
Gandara: Should we move on? Give you some time Mr. Dollahon and the City to load?
Dollahon: Yes, I'm working on it.
Gandara: Okay, let's do that.
B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives
- Clint Thacker

Gandara: Shelter Statistics and Activities, etc. Mr. Thacker.

Thacker: We're just moving right along this morning, aren't we? Before I begin I do have a few things I would like to cover really quickly. First of all I'd like to read an e-mail that I received. It's from PetSmart Charities. It says, "Congratulations! You've been awarded a $20,000 grant to aid you and the association supporting the transportation of estimated 4,500 animals to locations where the adoption demand exceeds the availability of pets in shelters. Medical and adoption preparation costs covered by this grant include but are not limited to: Vaccines, health certificates, parasite and necessary medical treatment prior to transport, behavior testing, and training. Transport costs covered by this grant include but are not limited to: Vehicle maintenance, gas, transport staffing, or supplies." So we are very, very excited for receiving that grant from PetSmart Charities. Another $20,000 that's going to aid us in getting more animals out of Las Cruces alive. So we thank them very much for that.

Gandara: Thank you. I'm very excited too. Congratulations.

Thacker: Another thank-you I'd like to give is to Gino, he's here. He is a superman. If you guys don't know, I believe it was yesterday he came in and he says, "Hey, are you guys ready to move the dumpster?" And we had our big, large dumpster moved out, out of the way so we could scoop up all of the, whenever it rains and also years, the gravel and everything is deposited underneath it, keeping the water flow from going through the parking lot and down into the gully. So we had it moved out, so he and some ACOs just pushed it back in. So it was impressive, we thank him very much for doing that. He heard me say that we're just waiting, we just got to remember to get the truck, the driver to put it back in. So, we appreciate him and his staff doing that.

Okay Director's report 2018 for May. Again, for those that are first time watchers we do do two months prior or in the past of reporting and that is to make sure that May is completely solid as far as numbers. Sometimes we have animals come out or reports or animals that have left. The information's not yet taken out by just three or four days and so that may change the numbers if we were to report, like I was to report on June immediately now, some numbers may be skewed when it comes back to the final numbers for reporting. So that's why we wait for a month just to be sure those numbers are solid. So in May we had a total number of 894 total intake and the City and the County of course, our two largest, 428 for the City and 431 for the County. One thing that I thought was not odd but caught my eye is that the dogs and cats were almost exactly the same for the City of Las Cruces and it's usually the dogs that far outnumber just like
the County, 292 and 131 for cats. So, we'll keep an eye on that and see if that trend continues because that is an awful lot of cats that are coming in.

Our outcomes, we ended with a live release rate, again this is the number of animals that left our facility alive. This is not the only metric that you judge a shelter by but it does give you a snapshot of that moment of how lifesaving efforts are being done there and we're at 82% for the month of May. And the raw numbers there are 109 for adoptions, 85 reclaimed, rescued 385, euthanized 127. That's 14.2%. So, again that rescued number continues to climb. We're very excited for the efforts of the entire community here in Las Cruces and especially those that we also transport to out of state and for dogs and cats. We appreciate their efforts as we continue to work with them. May licensing, a total of 330.

Now preliminary numbers for the month of June is a 77.3% live release rate. That did take a little bit of a dip coming down from May, however I'm told that it's 11% higher than it was June of last year so we continue to make great strides. Summer is a hard month for any animal services center. People are out, dogs and cats are out, everybody's active, and it just seems that again more animals come in these three or four months than any other throughout the year. So that's why that does take a little bit of a dip, but again it's higher than it was last year.

Our volunteers continue to make a huge impact. Again we would not be able to do a lot of these efforts if it wasn't for our volunteers. We have new volunteers coming in all the time. If you remember we were celebrating when we were over 200 volunteers. We came in and we were excited about that. We're now at 249 and so they continue to grow. Dominique does an incredible job of getting the information out and having it be appealing, which it is. I mean it's a lot of fun to come and you saw that previous picture, all they do is hold dogs and cats all the time. So I'm just kidding, that's not all they do. We had 512 hours and several different places they go: Our cats, our laundry area makes a huge difference. We have a volunteer that comes in and cleans cats that are in our some of our freestanding that we have cats in because we have a lot of cats right now. So we appreciate her very much.

Other offsite events, the County Cats photographer teams, dog walking courses, all big-time players that we have that help us. Again, as you can see here it's not just going to offsite locations and helping. You can do anything that you want to volunteers. Come in and pet cats. That'd be great. We'd love you to come in and pet cats all day long.

Some other pictures. Again it's awesome to see individuals wanting to spend their time, because like I said monetary funds, we can ask for that, I'm willing to give that, but my time is my most precious thing. So if we're able to have individuals come and give of their time, that is incredible to me that people do that and we appreciate that. We currently have 35 families with 65 animals as volunteers for our foster program and we have 17 animals with eight families in our surrender to foster. And that's a program where they came to the shelter and they want to turn their
animal over to Animal Services and we say, "Can you please hold onto them until we're ready to accept them?" And these eight families said yes, they will. More loves and kisses.

So community outreach that we continue do, we have visitors come to the shelter that we're always educating and trying the best we can to present that information to; 3,127 in the month of June. Again this only tells me more of why we need to have a new facility there at the Animal Center. We get told all the time of how "You guys need a new building." "Let's get a facelift." All these things and over 3,000 people coming in a month is a lot. And I would be interested to see how that compares to other facilities in the City of where we stand. It would be interesting to note that.

The adoption office, so this is the breakdown of that 3,000. There is 1,720. Again, the number that pokes out to me is the "just looking." If somebody's "just looking," that means that if they see an animal that they like, they're going to go from "just looking" to "adoption." So we're continuing to develop a way that we can capture those, maybe have people stay there longer and walk through. And again that again has to do with the smell, the feel of the facility. If it's a place where you don't want to be, then you're not going to want to just stay there a little bit longer. So we're making those efforts.

The reclaim intake was 1,407 individuals. When I look at that 522 for the "looking for missing pets," that tells me that there are a lot of people that are looking for their pets. So we are making some changes to our missing pets and hopefully next month we'll be able to report some changes that we've done to capture that number. Because if we can get that 522 to all take animals home, that's a lot less animals that we have coming into the shelter or currently at the shelter. So we're making efforts to cross those t's and dot the i's, connect the dots, however you want to say it to get them to have their animal.

We continue to do a lot of outreach. We work with several radio stations. Wilson Binkley manages our advertising campaign. We have our Dog'Cruces magazine, our website, classifieds. I attended the Yappy Hour where DACHS generously gave us money to cover the adoptions for the 12 Dog program that covered two months. This time because of our Giardia and our adoption suspension, we carried that over. So that generous donation was given to me there and be able to make a lot of connections and it was a lot of fun, actually. If you've never been to a Yappy Hour, I highly suggest it. Be able to meet a lot of great people that have the same focus in mind. And our senior program is the one dog and two cats that came through that for June where someone is a senior and adopts an animal then they get that covered by DACHS. And DACHS is the Dona Ana County Humane Society.

Some of our spay/neuter initiatives, 181 animals are currently in our foster to adopt program. That is a program where an animal that is not yet sterilized gets to be adopted out and then brought back in for a
sterilization. It's not ideal. We would like again to see that number down
to zero, but we continue to have the battle of just not enough veterinarians
and not enough time to get all of our animals sterilized before they go out.
But it's a program that helps us to get animals out of the system or out of
the Animal Center. So we are continuing to work on that as well.

In the month of June we did 148 general public surgeries and 67 of
those were through the APA grant with the Community Cats with APA.
And we're excited to be continuing to be partnering with them and provide
those surgeries for them. Total surgeries was 314 for the month of June.

There's some of our Pets of the Week. I think I've seen Zelda
running around, good pup. That's all I have for the Director's report. Are
there any questions from the Board?

Eakman: Madam Chair.

Gandara: Yes Board Member Eakman.

Eakman: Thank you. Mr. Thacker. I really appreciate the report, I appreciate all the
numbers. It really gives me an idea of what is going on. One item I
wonder if I could have clarified at a future meeting. According to what you
presented, in May 894 animals came in and 579 were released alive.
There was a low number of euthanasias. And in June 895 were taken in
and 490 were released alive. And I'm wondering how that affects the
census at the Animal Shelter. I'm wondering if it would be possible to
have one number on a static date and time each month on what the
census of the shelter might be so that I can get an idea of impact from this
consistent number around 900 a month of intake and …

Thacker: So a population number?

Eakman: Yes.

Thacker: Okay. Great.

Eakman: Just I don't want to put extra burden on. I know this will take extra burden
but just one static date a month so I know what the census is so I could
track that would be very helpful.

Thacker: Great. We can add that. Absolutely.

Eakman: Thank you.

Gandara: Thank you Board Member Eakman. Any other questions, concerns?
Okay. Thank you.

Thacker: Okay. Thank you.
City and County ACO Reports - City and County Animal Control

Gandara: Okay. Back to the City and County presentations. Mary Lou. Good morning.

Ward: Good morning. Good morning Chair.

Dollahon: Mary Lou there's a toggle on the right …

Ward: Board Members …

Dollahon: There's a toggle on the right-hand side of the dais on the actual lectern on the right-hand side. Not on the keyboard but on the dais and you can lower it so we can see your lovely face. I don't know if the Board Members can see you.

Ward: Can you see me now? Okay. Let me see if I can find my report on here. So I've got things a little bit differently this time so I couldn't let Gino beat me every month on the way he's reporting his stats. So I tried to put a little closer of a story together here the way I reported my stats, so these are going to be reported a little bit differently. Hopefully it'll be a little bit clearer this time. So everyone should have a packet that I provided for them and this packet provides a little bit clearer information I hope to give you all the information needed on the stats that we did for the month of June.

And this chart right here, if we look at this chart it'll report the total number and I'm happy to report the total number of return to owner numbers that we've given back to the owners in the field of 169 animals. And every month when I report that I like to showcase and brag about one of our officers. And so this month I do have one of our officers here with me and I'll have him come up to the front. And this is Officer Bryan Housley. Bryan Housley is our second-place officer; Ray Adams was our first-place who was here last month as well. He couldn't be here today. He had 31 animals. Brian is second place with 29 animals who he returned in the field. So these guys are going above and beyond and these guys just continue to amaze me on the efforts they put in to find the owners for these animals in the field before they go to the shelter and all the efforts they put in for that. So I want to thank them for their continuous efforts for that, so thank you Brian.

Gandara: Thank you Brian for all your efforts. We really appreciate it. And congratulations.

Ward: And later on in the slide I'll show you how the percentages because I do have a comparison chart that we are, from years past. So this right here
will show you our return to owner numbers are 169 this month. I did add
our scanned animals. We scanned 282 animals. We found 53 chips on
those animals. We picked up 285 animals and we responded to 335 stray
animals, unrestrained animals.

The next slide we'll go over some more numbers. The next slide is
pretty much the same thing. It does add in our owner release.
Sometimes when we pick up these animals and they go to the shelter, it
doesn't include that there's an owner release so we have to also pick up
those releases that these owners release these dogs. So this slide does
add that. So there were 17 dogs that the public owner released their
dogs. This one will add that onto the slide.

And then you go into the June return to owners. If you look at that
chart the service for calls were 934 Animal Control calls. We picked up
285 animals. Return to owners were 169, and then it just kind of shows
you on a different chart, scan 285, chips found 53. I'd like to add in the
IDs. There were also identifications other than chips. There were 52
identifications other than chips and out of those there were 42 that were
traced. On the highlights of that, I added some highlights, animals that
were picked up: There were various animals from vicious and/or
dangerous, sick and injured, animal cruelty, care and maintenance, stray,
rabies suspect, to owner releases. In June 17 dogs that were picked up
from the public that were owner released. We responded to 56 vicious
dog calls, 29 bite calls, 13 injured animal calls, one livestock call, and nine
snake calls. They also prepared five specimens for rabies submissions
and picked up 24 dead animals.

And the last chart I have is the comparison chart. I kind of saved
the best one for last I think, because I like to compare it to 2016, '17, and
'18. So 2016 for the year we returned 930 animals to the owners in the
field. In 2017 we returned 1,270. That was a 36.5% increase from 2016.
But in 2018 so far this year we've returned 839. We're already up 38.4% if
we compare ourselves to last year. So we're already ahead of ourselves.
So I'm excited to see what the end of the year will bring for us. So that's
my report for this month, so any questions from the Board?

Gandara: Yes Board Member Gonzalez.

Gonzalez: Mary Lou. In regard to these 24 dead animals, are these dead animals
out in the field or dogs that were hit by cars, or ...

Ward: Yes sir. They're either hit by a car or maybe we've gone on, somebody
called where maybe their dog died, or there might have been a chicken
that was attacked by a dog or another dog that was attacked by another
dog, or somebody lost an animal that way.

Gonzalez: Now that's a big percent, 24 dogs you know, that's kind of ...
Ward: Yes.

Gonzalez: Thank you.

Ward: Thank you.

Gandara: Thank you. Anybody else? Okay. Mary Lou, thank you so much. I really like this setup.

Ward: Thank you.

Gandara: Gino.

Jimenez: Good morning.

Gandara: Good morning.

Jimenez: Madam Chair, Members of the Board. My name is Gino Jimenez. I'm the Supervisor for Animal Control. I'm going to give you the numbers for June 2018. As you can see we had 483 reported strays for the month of June; 189 of them were GOA meaning the officers did not have contact with those animals for whatever reason it could've been. We did impound 260 stray animals; 140 were dogs and 120 were cats and we had 40 unsuccessful field RTOs. We did on the other hand have 34 successful field RTOs. And I know that Board Member Eakman's question last month was the number of identifiable animals, so if we include the successful field RTOs with the attempted we would have 74 identifiable animals. And those would be animals that were identifiable either through a microchip, a pet license, rabies vaccination, or simply a pet tag that said that the animal belonged here, or even if the neighbors said that, "I know that that's my neighbor's dog."

For our three-year comparison you'll see that we're steady right where we should be with the past three years. This month at 483, last year this time 484, the year before that at 400.

Here is our four-year comparison. Still within that same grouping. Of course in 2016 and 2015 we were a little low. That's before the field RTO program really took off, then we started getting momentum on that one.

So here I added a new slide. This is for the Fiscal Year '18. It shows all our accumulative numbers. We did respond to 6,128 reported strays. A little over 3,200 were GOA. We did impound a little more than 2,300 and we did have for the year 511 successful field RTOs. And again we include those attempted at 316. That is my presentation, now if you have any questions.

Gandara: Any questions? I don't see any. Thank you Gino.
Jimenez: You're welcome. Thank you.

C. Committee Reports

1. Finance - David Dollahon, Committee Chair

Gandara: Okay, let's see. Next on the agenda is the committee reports. Finance, David Dollahon and Josh. Good morning.

Saffell: Good morning Madam Chair, Members of the Board. My name is Josh Saffell and on behalf of the Finance Department of the City of Las Cruces I'd like to present the unaudited financials as of June 2018. I'd like to make this note first though: For June we closed on Tuesday so these numbers are good for that close. However we continue to do entries for the end of the year, so these numbers may change. So just to let you know that these numbers are good as of that close date but we're continuing to do entries and other things, so this may affect the numbers.

So here on our balance sheet which is page one of the Statement of Net Positions in your packet we see the General Fund is showing $267,000 in Cash and zero in Receivables. We have a Total Liability of $154,000 and overall the Fund balance is at $112,000. So if we look at our Fund balance numbers, that $112,000, we have a regular reserve of $206,000 that we're supposed to be meeting. So we're actually about $94,000 below our reserve. So currently we're working on correcting that. The transfer we made to the Capital Fund of $355,000 we're going to look at that and move some of that back so that we'll have our reserve and be able to meet that. So we are handling that matter but as it stands right now our Fund balance is at $112,000 instead of that $206,000.

In Operations, this is going to page two, the Statement of Revenues, Expenditures, and Changes in Fund Balance. The General Fund is showing about $2.13 million in Revenue and $2.49 million in Expenditures giving us a net loss of $354,000 for the year. Our Total Revenues are at 95.8% of budget and the Expenditures are at 100.5% of budget and of course this being the year, our target was 100%. So we see that the expenditures were slightly over what they should've been.

Looking at our graph here, we show Actual Revenues compared to budget. The Actual Revenue of $2.13 million is mainly due to Dona Ana and City contributions as per the Joint Powers Agreement.

So looking at expenditures, here we can see what's going on. The majority of our expenditures of the different classes were below that 100%, some as low as 76%, others up to 98%. When we look at personnel, that's where we see the largest overage at 106.2%. So what's causing that overage in expenditures is our personnel costs for the year.

In our Capital Projects Fund we show cash of $1.16 million and a Receivable of $92. That $92 receivable was to close out that DFA grant.
That was our final billing so we've got that out and we should expect to receive that $92 very soon.

So that concludes the June financials report. Are there any questions?

Gandara: Board Member Gonzalez.

Gonzalez: How much do you have in reserves? How much money do you have in reserve total?

Saffell: We have, for Fund balance that $112,000. So that's our Fund balance, that's what we're carrying forward is $112,000. But we did make a transfer of $355,000 …

Gonzalez: Right.

Saffell: So that transfer we're going to adjust so we should meet that reserve of $206,000.

Gonzalez: And that $206,000 is coming from what?

Saffell: That's just our Fund balance, that's what's sitting in our …

Gonzalez: That's the Fund balance that you have?

Saffell: Right.

Gonzalez: Okay.

Gandara: Yes Board Member Smith.

Smith: Thank you Madam Chair. And thank Mr. Saffell. I think Mulan here gives us a very friendly smile here at the end. One question I had is that you have done a great job of helping us keep up with what page we're on and those kinds of things. But I do have to ask because we're sitting here trying to compare what we were given with what gets printed and then what you put up on the PowerPoint?

Saffell: Yes. The two graphs are different in the way that they are, basically the information is summarized. I believe in the, let me double-check to make sure, but I believe the Revenue graph that you see in your packet actually shows every single category of revenue whereas what we have here only shows the main, what's being received from the City, what's being received from Dona Ana, and then everything else. So that revenue graph
breaks it out into each and every single particular instance of revenue. And the Expenditures should be roughly the same.

Smith: Okay. I appreciate that, it's just as I said if we have more information on our page, that's great. But if there's a way to say pair the two bar graphs or something in a way that helps us translate it more rapidly. Otherwise we're trusting you, by all means, but it's a little quicker for us to see it directly. Thank you.

Dollahon: Madam Chair.

Gandara: Yes.

Dollahon: Board Member Smith. If you have a preference over one that you would prefer we can work with Finance staff to make sure that we're showing both on the PowerPoint and in the financial report, the same one. On the revenues, it's a little more detailed in your packet. On the expenditure, I always like this one because it shows where we are in budget versus where we are in year-to-date-actual, so that gives a little more detail. For the revenue, the revenue from the City and the County is pretty consistent. All the other revenue is the ones that we were discussing. So if you have a preference we will accommodate that to make it easier for you so everybody, so we're not creating confusion between what's in the packet and what's shown on the PowerPoint.

Smith: And thank you Mr. Dollahon. I really don't have a preference per se. I mean the paired columns, or the paired bars in this certainly work. The other they're stacked and so it's kind of like one shows it one way and one shows it another way. If you all could settle on one that would just keep it simpler for us as we're processing.

Dollahon: Okay.

Smith: But thank you.

Dollahon: We'll discuss that at the Finance Committee meeting next month and we'll commit to that for future PowerPoints.

Smith: I appreciate it. Thank you very much. Thank you, Madam Chair.

Gandara: Thank you Board Member Smith. Yes, Board Member.

Dollahon: To expand upon what was discussed, you do have a resolution before you today that looks at an end-of-year budget adjustment. As you see we need an end-of-year budget adjustment because our revenues did not come in. That was a part of our very robust discussion at the Finance
Committee. The nice part about it is we are in a position to cover that through a budget adjustment and that will, I'll hit on that quickly when we're to that point. This is a nice place to be. I think it's a commitment with our new Executive Director that we all recognize that staffing out at the Animal Services Center is important. Clint and his crew have made a commitment to be staffed and staffing out there is hard. I know they constantly work on it which is reflected in our personnel expenses, increasing this year either through hired staff or through contracted services.

One of the things that we did talk about with Mr. Thacker and the staff at the Finance Committee meeting is that with that commitment to our budget in FY19, the one we're in that started July 1st, is that we need to track revenue to expenditures a little more closely. Previous practices by the previous Executive Director was to hold onto money which is evident now because we give them money to spend because the money is needed to operate the facility accurately and professionally. And so it's going to be a constant issue that we're going to need to look at going forward, especially this year as how we balance that revenue versus expenditures especially considering outside sources: Fees and charges, outside communities that have to pay us fees. That is something that we're going to have to be diligent as we look through from a Finance Committee perspective to make sure that revenues that we are projecting are either coming in, and if they're not then we make adjustments within the operating budget as to how to cover those expenses. And the best way to do that is to not spend the money if the money's not coming in. So keep that in mind, but we did have the discussion with staff at the Finance Committee about that very issue.

Gandara: Any questions?

Gonzalez: Got one.

Gandara: Yes Board Member Gonzalez.

Gonzalez: In regards to you stating that money that you're giving the animal shelter, does anybody here, Ms. Gandara, do you kind of sign off any money that's being transferred over to the Animal Shelter? Does anybody sign off?

Dollahon: Madam Chair …

Gandara: No, I don't.

Dollahon: Madam Chair, Commissioner Gonzalez. Per the Joint Powers Agreement, the City as the fiscal agent pays the bill and the sign-off under the Joint Powers Agreement is automatic between the City and the County. And then the City has approval processes for all bill-paying purposes. So if
there's an invoice that comes in we have a workflow that approves those authorizations. So the actual Board Chairman and the Board Members do not involve themselves with the day-to-day. That's why we have the Finance Committee so we can discuss these concerns and these issues. We've discussed disposal of assets. We've discussed acquisition of items that we need, budget adjustments that need to come forward to the Committee. They are generally discussed at the Finance Committee before they come to you before the Board. But day-to-day operations reside with Mr. Thacker or through the City's appropriate workflow processes. It makes us more efficient.

Gonzalez: How many do you have on your Finance Board? Your committee?

Dollahon: There are three of us. There is myself representing the City in the Ex-Officio capacity, Board Member Eakman representing the City's appointments, and Commissioner Garrett who is the County's representative. And the Executive Director, Mr. Thacker, is also a member to the Finance Committee and he usually brings a cadre of staff. Bernice and Steve are there and then I usually have three staff from the City's Finance and Budgeting Department: Josh, Amador, and Ms. Josie Medina who is in our Budget Office are at all of our Finance Committee meetings with limited exceptions. But the four members are myself, Board Member Eakman, Board Member Garrett, and Mr. Thacker. Raise your hand Clint.

Gonzalez: Thank you.

Gandara: Thank you Board Member Gonzalez. Thank you Board Member Dollahon and Josh.

2. Executive

Gandara: Next is the report on the Executive. We did meet, myself, Board Member Smith, Board Member Williams, and Mr. Thacker. We built the agenda, we spoke to the land, the possible acquisition of land by the Dona Ana Humane Society, discussed how we would present that and you see some action items on the agenda at this point. We also spoke to the GO Bond and let me remind everybody out in the audience and those listening that it will be a mail-in ballot starting July 24th through August 21st and it will be sent to all registered voters in the City. And that's all for that.

3. Facilities

Smith: Thank you Madam Chair. And in order to be more transparent, Mr. Thacker has taken the initiative to put on the website access to what's happening with the facilities and some of the things that were listed as improvements that needed to be made or maintenance that needed to be done. So I appreciate that. I think that's going to be very helpful to people. I don't know how many, if you've got it up completely yet and if people are tapping into it, great. So I guess we don't have a little register to show how many people are visiting but that might be fun. Also I believe we've gotten the bid for the contractor on the addition. Is that correct? So we're there, so things are moving along. The official start date is going to be the 16th, so just Monday, this coming Monday. Thank you for reminding me of that piece which is also very exciting. So if the dumpster's out of the way then we should be good to go. Anyway I think we're in a good place. As Mr. Thacker pointed out we have a number of visitors coming to the Animal Services Center and what they see and how they experience the Animal Services Center is hopefully going to help us do a better job of getting these animals into homes, helping them stay in homes, but also provide the other services either through the expanded current facility or the possibility of the GO Bond passing and getting significant expansion. So thank you Madam Chair.

Gandara: Thank you Board Member Smith.

D. Zero in Seven Update

Gandara: Okay. Next is our Zero in Seven update. Good morning.

Gilbert: Morning. I'm Jean Gilbert, Secretary for the Coalition for Pets and People. Move this down a little bit. Okay. And here is the mission statement which was adopted in March of 2017. And here is the listing of the community organizations and I just wanted to comment on the status of a couple of them. You see Feral Cat Management Program listed about halfway through here, I think it's the eighth listing here, and I know it was reported in the Las Cruces Bulletin and I have since talked to Michelle Corella who formerly was the Director of fCaMP on NMSU campus, and effective December 31st fCaMP dissolved as a 501(c)(3). However Michelle noted that they are continuing to take care of the colonies that remain and they're down to about 40 cats and with their volunteers they will continue to care for them. And then in addition to the community organizations is the Las Cruces Dog Park Coalition which honestly should've been on our listing all along, so that was our oversight.

And here are some upcoming events. Mr. Thacker will be round table speaker this coming Sunday at the Unitarian Church library from 9:00 to 10:00. And of course Yappy Hour's been mentioned, and that's coming up July 18th. On the 28th Bellissimi Gattini, the Cat's Meow. This
could be their second or third fund raiser like this and it is a lot of fun. And
then APA puts on their golf tournament near the end of the month.

Our last meeting was June 26th and there's a listing of attendees
and the topic primarily talked about was the GO Bond, how to promote the
GO Bond. And those are some considerations.

The next Coalition event will be a social and it will be at Farley's on
August 1st and we'll more than likely be on the patio. They have misters
and that way we can bring our dogs.

And Kelly Barker's report, she's the director of Uncaged Paws/Tails
from the Shelter and she notes that they were awarded a $20,025 grant
from PetSmart Charities and this is for transport, crates, vaccinations,
health certificates, and so on. And the second news item here is that Tails
is aligned now with a volunteer group from Sunland Park and it's a
mentoring program. HSSNM is also involved in some of the past work
they've done. Our donations of, you'll see some of the items listed here,
and the goal is to establish an assistance network to keep the Sunland
Park animals there locally. And another item of news is the construction
analysis of the animal relocation facility is still underway. I'm not
knowledgeable about this but if you have questions Kelly is here, so you
could ask her about it.

Here are some other items from Tails, some event items. July 18th
will be the next Puppy Transport and that will be, no excuse me, yes, July
18th is the next one and since October 2017, 801 pups have been
transferred. August 11th will be a Check the Chip event, and this will be at
the dog park from 9:00 to 12:00 noon, and the first 25 will get free
microchips. But the regular price is $10. The next scheduled flight is
August 14th. And the 12 Dog program, there will be a reveal on
September 1st and the project gets underway August 21st for their photo
session.

And also reporting from Tails are these dogs here are their final
four in foster and they're Wilbur, Boomer, Hooter, and Sinny. And each of
these dogs has of course an amazing story and they are each a survivor,
and they're available for adoption. And there's Tails info there, contact
info.

And here is APA's report. Their intake was 83 from the shelter and
their adoptions were 19, transfers were 54, and the microchipping they did
with the support of the Coalition was 106. And then you can see the
captions. One of the dogs adopted, they have adopted a lot of the PAWS
grad dogs and you can see some of the other animals adopted during the
month of June.

And here is a picture of some dogs from the shelter that were part
of their intake for June to APA and you can see the before and the after
photos of them after they had grooming compliments of Mesilla Valley Pet
Resort. Michel Meunier gave us an update on the facility located at 1150
East Las Cruces Avenue and I'll let you go ahead and read that.
Michel knows it's going to take a few months before they can get everything in order for them to actually start.

Here is HSSNM's report and year-to-date we've adopted 20 animals. Our pet helpline averages about 100 calls a month and I'm the Coordinator for the Cancer Critters program and since the program started in June of 2012, to date we've raised over $7,000 and that has helped approximately 150 animals.

Smith: Madam Chair.

Gandara: Yes Board Member Smith.

Smith: Ms. Gilbert. You make a great measuring stick for the power of cans. Good work.

Gilbert: Being as short as I am, right? Excuse me for my allergies today. I should have brought a bottle of water up here. Okay. Cherished K-9 and I'll let you look at the captions here and you can see a picture of what might be typically how their adoption events look and they hold them the third Saturday at Pet's Barn. And I know this is a litter of pups that they've helped raise that are all of a hound variety. And a neat story about the little Boxer pictured left, that this dog was so emaciated and only five pounds that they strongly, the vet recommended euthanasia, but they waited a little longer and look at her now. So that's a wonderful story there. And just like Carla Baker says that not all stories are happily ever after, so if you look at Izzy, and it is sort of a happy ever after though really, because Izzy was transported. Cherished K-9 rescued the mother dog, she had two pups and Izzy is one of them. So then Izzy went to Colorado, was transferred there, she was adopted and two years later she was brought back to the Longmont, Colorado shelter and they called Cherished K-9 and said, "We are, the dog is here and we are looking at euthanasia. Do you want her?" And this is how dedicated their volunteers are because one of their volunteers did the 12-hour drive to go and get Izzy. So Izzy is with them now.

And this is 2 Hearts 4 Paws. And Max is pictured, you can see Max is pictured with the group of dogs too. They have approximately 40 at their refuge and currently they are fundraising for a new water trough like the one you see pictured here.

Yappy Hour was mentioned earlier and it is co-sponsored by the Dona Ana County Humane Society and SNAP. And you can see SNAP's report there at the bottom. They issued 94 vouchers in June and 24 animals were spayed and neutered at their last clinic and their capacity runs around 25 animals, and there is the listing of their clinics coming up.

Here is the Dona Ana County report on their Animal Relief Fund and a couple of the animals that have been helped. Two of them in the left corner there were helped with dental surgery and then Buddy had
repair for a hernia and Buddy's pictured in the middle and then on the
right. That's a very important program that they help people with.

Cat's Meow, you know that Jake Sims was their founding member
and he passed away sadly in 2016. And of some of the cats that Cat's
Meow acquired from Jake, one was Courage. And Courage has been
with Cat's Meow all this time now, and then was recently adopted and
Cat's Meow reported five more adoptions during the month of June. And
as we noted Bellissimi Gattini, their lasagna fund raiser will be July 28th,
this is an important fundraiser for Cat's Meow.

Here is Safe Haven's report or part of their report, I guess it isn't all
of it, they've had year-to-date 12 adoptions. Foster dad Doug is also a
staff member of Safe Haven and he's pictured here with a couple of his
foster dogs and Safe Haven held a patriotic photo booth fundraiser. And
Buddy, I think this is so cool about Safe Haven because they of course
have a wonderful cadre of volunteers and there's a volunteer pictured in
the center working on socializing Buddy. And one of the events she was
in was in a 3K race so Buddy went with her. And then you see Buddy
adopted there in the far right. His owner is holding him so he'll pose for
the photo.

Okay. Tom Townsend reported on the PetSmart Charities grant
which, and I think Clint also talked about it on the number of spays that the
shelter has done for the grant. The Coalition is the administrator of the
grant and the grant was obtained through APA. Tom reports that there
were 269 TNRs preformed through June 30th and the grant provision is
for 500 cats. The amount of the grant is $30,000 and it's for those nine zip
codes. Tom noted that we do need volunteers to deliver and pick up traps
and donations are also needed for more traps. And Tom wanted me to
acknowledge on behalf of the Coalition and Action Programs for Animals,
we wanted to acknowledge Janine at the Animal Services Center because
Tom said that she's been a fabulous partner in this grant.

Here is Broken Promises' report. At the time that I sent out the
report Joe hadn't sent in the numbers but he did just yesterday. And
there've been 45 cats TNR'd year-to-date for Broken Promises. Their goal
is to TNR 100 so I know that number is less, it may be even somewhat
significantly less than last year. But the difference is because now they're
in a sanctuary situation so there are programs, they've in many ways
expanded their programs and services by having animals onsite that
they're taking care of and adopting so they're juggling their services. And
they're working on modernization of the sanctuary.

Okay and this is Forever Homes Animal Rescue. Jamie Jones is
the Las Cruces Coordinator and here's a picture of a German Shepherd
who was pulled from this shelter and transported by Forever Homes
Animal Rescue. They network for animals in Southern New Mexico and
you can see there that's, 1,300 is about the number they transported and
assisted last year.
The Dog Park Coalition, they're a 501(c)(3) and you can see what their mission is there at the top. I know they're involved in the GO Bond because passage of the GO Bond could mean I believe two acres of additional dog park space, whether it would be there or elsewhere, I don't know that part but so they are involved in that.

And of course the Check the Chip which Kelly Barker, Uncaged Paws is doing will be doing with the dog park on August 11th and then you'll see what some of their events are typically during the year. They have a monthly cleanup at the park. They have a Halloween canine costume contest and twice a year they hold a birthday party for dogs born during the year, and then their annual anniversary celebration. And this cake was last May.

The Las Cruces Pet Network of course advocates for animals in need and their work is largely by e-mail and Facebook, and here are a couple of dogs here. Symphony, she's a Pekingese or a Maltese, I'm not sure. Her story, her saga, her story still continues. This dog they believe was either kicked or thrown out of a car and she suffered broken ribs. Meanwhile so now she's been placed and been adopted and lo and behold, this dog has four puppies. She has four male puppies. And then Fiona is just an example of some of the animals we find on our network that are either lost or found that we are trying to advocate for. And of course the whole objective is to keep these animals out of the shelter so that we can help them through fostering or whatever means we have. And that's why I have this slide here because this is, when I back up to this one you see the PawBoost alert at the top for the dog Fiona. Well it is this Facebook site where a person can assist by posting and sharing animals, and of course all the info is there. We really do need to work in our community at continuing to challenge people to tag and to chip their animals because it's fairly frequent to see on Facebook animals that are lost, even through like the PawBoost, that they're lost but they don't have a collar and they aren't microchipped. So we really need to work to continue to increase those numbers of tagged and chipped animals.

Believe that's the end of the report, oh no. Here is the Animal Fostering Forum which is coming up August 18th and Mr. Thacker will be one of the speakers; Michel Meunier, Director of Action Programs for Animals and Frank Bryce, President of the Humane Society. The forum is also going to include panelists, three, and then there'll be a Q&A time, this is from 2:00 to 4:00 Saturday, August 18th. Part of our objective we hope, we hope, is our primary objective I should say, is to try to inspire people to become fosters. And there is need short-term, even 24-hour foster because I know HSSNM, we get calls through our pet helpline where it's just a matter of holding the animal 24 hours, 48 hours. You scan it, you find the animal's got a chip, and so you can reunite the animal with their owner.

And something else to put on your calendar is September 15th and 16th Dog'Cruces magazine will hold their Pet Expo which they had last
year and it was very successful, and it was a wonderful event. Thank you very much. Are there any questions?

Gandara: Thank you Jean. Board Member Smith.

Smith: Thank you Madam Chair and thank you Ms. Gilbert. I think your presentations just gets better every time and you share with us so many things that helps us understand what else is being done.

Gilbert: Thank you.

Smith: And it just looks to me like you're sort of, the different folks who provide you with things are kind of competing with each other to have better and better pictures and information so …

Gilbert: Thank you.

Smith: I really enjoy the presentation and I thank you …

Gilbert: Appreciate it.

Smith: For all the hard work you're doing. Thank you.

Gilbert: Thank you.

Smith: Thank you Madam Chair.

Gandara: Thank you Board Member Smith. Anybody else? Okay.

VI. Action Items

A. Resolution 2018-20 - Accept the $77,000 PetSmart Grant

Gandara: On to the action items. Resolution 2018-20: Accept the $77,000 PetSmart Grant. May I get a motion?

Smith: Happy to move to approve Madam Chair.

Gandara: Thank you.

Gonzalez: Second.

Gandara: Thank you. Let the record show that Board Member Smith made the motion and a second by Board Member Gonzalez. Any conversation, report, anything like that?
Dollahon: Clint do you want to …

Gandara: Do you want to talk about this Clint?

Dollahon: Madam Chair. I'll add really quickly ...

Gandara: Okay.

Dollahon: This is for capital improvement out at the facility. But Clint can talk about as to what it's limited for and that the reason that it's put into a 7441 fund is because it is for capital.

Thacker: Yes. This grant is going to be used to lay a cement pad where the existing house is right now and then we're going to be building kennels to go on top of that with an awning to cover all of it. So we're excited about this moving forward. The part that is not covered under this grant is the teardown of the house and that's going to be covered by the City, and that is a budgeted item that was approved in our budget. Any questions?


Baum: Board Member Gonzalez.

Gonzalez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Board Member Smith.

Smith: Yes.

Baum: Chairperson Gandara.

Gandara: Yes.

MOTION APPROVED UNANIMOUSLY.

B. Resolution 2018-21 - ASCMV EOY Budget for FY 2018

Dollahon: Madam Chair. As I briefly discussed during the Finance Committee meeting for the Finance Committee presentation, we're transferring back from the Capital Fund, Fund 7441 $110,552 back to the 7440 Fund which is the general operating account for Animal Services Center. That's to cover the increased expenses for the budget for the period through June 30th. With that transfer back it provides us with the required one-twelfth reserve in preparation for this year's FY19 starting budget and will give us a fund balance of $158,862 to start the next fiscal year with. That transfer is eligible because we've committed the funding in FY18 and '19 to carry over the construction project. But we had transferred $355,000 from 7440 to 7441 in anticipation of the construction project which came in under budget and so we're able to transfer that money back to help balance the budget on Fund 7441.

Gandara: Thank you Board Member Dollahon. Okay. Can I get ... Baum: I need a motion and a second.

Gandara: Yes. Can I get a motion?

Eakman: I would move approval.

Gandara: Thank you. Second?

Smith: Second.

Gandara: Okay.

Baum: Board Member Gonzalez.

Gonzalez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Board Member Smith.

Smith: Yes.

Baum: Thank you. Chairperson Gandara.

Gandara: Yes.

MOTION APPROVED UNANIMOUSLY.
C. Request legal review from City of Las Cruces of possible land donation from DACHS.

Gandara: Okay. On to the request legal review from City of Las Cruces of possible land donation from DACHS. Mr. Thacker. And before you get going, let me have a motion.

Smith: Move to approve Madam Chair.

Gandara: Second?

Gonzalez: Second.

Gandara: Thank you Mr. Gonzalez. Yes Mr. Thacker.

Thacker: My turn now?

Gandara: You're on, your turn.

Thacker: All right. About a month ago, Kathy Lawitz, the Executive Director with the Dona Ana County Humane Society sent me an e-mail requesting if we'd be interested in their property that they have that went with them when they were the Dona Ana County Humane Society that had the shelter, or the Animal Service Center. When they split off Dona Ana County kept this piece of property and used it as a pet cemetery, a place where individuals can leave their animals to rest in peace there. This is a two-acre plot. She asked if we would be interested in it. I said I would take it to the Board so that was part of our conversation in the Executive Committee was to talk about that and I present it now to the Board for a topic of discussion.

Gandara: Thank you Mr. Thacker. Any, yes Board Member Eakman.

Eakman: Yes thank you Madam Chair and I appreciate this. First time I've heard of it. I wonder how it fits into the Memorandum of Understanding between the City and the County, and also how it fits within the mission of the Animal Services Center of the Mesilla Valley. And I can't answer those questions at this time so in my mind this does need to be explored even more than just on a legal basis, on perhaps the Executive Committee and the Finance Committee and even the Facilities Committee, yes. All should discuss this to know what is really being offered. Thank you.

Gandara: Mr. Dollahon.

Dollahon: I was going to also, Board Member Eakman. That's the primary reason for the request for the legal review. And not only does it affect potentially the
Joint Powers Agreement between the City and the County but it also affects, how does it affect the mission of the Animal Services Center, what are the statutory obligations under maintaining a cemetery, much less a pet cemetery. I know there are state laws on cemeteries and paupers' cemeteries. I don't know the requirements for a pet cemetery. But one of the things that, the reason I came down here is I wanted to pull up a map for you of where the property is so everyone knew where we were talking about.

For the record it's just outside the City limits a little bit. It's not in Australia despite any desires to go there for any of us. Members of the Board I'll give you a point of reference. This is Onate High School. This is the City's fire station at Porter. This is Dunn-Holman out here. This is Waterfalls Park. Waterfalls Park is the eastern edge of the City limits. I believe this is Brahman interchange right here, Brahman or Dragonfly. And it's just down the street and as you will see it's this parcel here. I think this is Dragonfly and Berry Patch and something else, but this is the County Humane Society, and I think it's this parcel here, right on the corner. So it is outside the corporate limits of Las Cruces, but I thought everyone should know where it is.

Gandara: Thank you Mr. Dollahon. Board Member Smith.

Smith: Thank you Madam Chair and thank you Mr. Dollahon and Mr. Thacker. I do think that we need to pursue the question of what legally we would be involved with both as far as this property, of course the City does already own some properties outside the City limits, but also as far as what would be required of us to maintain a cemetery, what other uses we might be able to make of the parts that haven't been used as a cemetery if that's feasible, and if that fits with our mission. So I would suggest that this very kind offer from the Dona Ana County Humane Society is something that I appreciate but I would want to get a better sense of what we might be getting ourselves in for if we were to accept it. So I appreciate it, I appreciate the visual of where it's located and sense of how well-populated it is at the moment. But I don't automatically think we should accept this. I think we should discuss it further. Thank you Madam Chair.

Gandara: Thank you Board Member Smith. Yes.

Thacker: And I was just going to say that's the reason why we brought it forward, is not to accept it at this time but to open it up to the Board for discussion, see where it's at, and I believe that item D on there, is it D, is important as well.

Barker: Good morning. Kelly Barker, Tails from the Shelter/Uncaged Paws. My comment about this might be to have Dona Ana consider, if it doesn't go to the City, have them consider donating it to a nonprofit such as the Las Cruces Dog Park. That might be a group that would be not having to consider all of the ramifications of let's say maintaining a cemetery. And they might be able to make it both a cemetery and a dog park, which is something they would really like in that area. So just a comment for thought.


Baum: Board Member Gonzalez.

Gonzalez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Board Member Smith.

Smith: Yes.

Baum: Chairperson Gandara.

Gandara: Yes.

MOTION APPROVED UNANIMOUSLY.

D. Charge the ASCMV to formulate a management plan for land usage if obtained.

Gandara: Okay, next is Action Item D: Charge the ASCMV to formulate a management, or not change but charge the ASCMV to formulate a management plan for land usage if obtained. Do I get a motion?

Eakman: So moved.

Gonzalez: Second.

Gandara: Okay. Let the record reflect Board Member Eakman made the motion and second by Board Member Gonzalez. Any dialogue about this?

Smith: I would just want to ask, thank you Madam Chair. Mr. Thacker. What that might look like as far as asking you to formulate a management plan for
this land usage. Do you have a sense of if we direct you to do that, how
you would proceed?

Thacker: Absolutely not. Speaking with the Executive Committee, we decided that
what we need to do is find out how this would fit into our mission as Board
Member Eakman said. Some other points are how we would manage
that, how we would go about, if we were to obtain it, if we did continue it
as a cemetery then how we would do the, I want to say "sales pitch" or
offer that to the individuals coming in.

Smith: Maybe not a "sales pitch" but "reservations."

Thacker: There you go. Thank you. So just to formulate a plan on how that's going
to come together and the charges, the fees, etc. on that, the maintenance
of the facility or the maintenance of the property. All those things together
are basically how we're going to manage the property.

Smith: So Mr. Thacker thank you. With the other things that we ask you to do, do
you feel that such a preliminary plan would require a lot of extra time or
would that be something that's fairly manageable?

Thacker: Off the top of my head thinking about it, it would take a considerable
amount of time. I think just the upkeep of the general, it was said by other
people how they'd have to take off a full day and a whole bunch of
volunteers go down and whack off weeds and get the area in a situation or
a place that it's presentable once again. That would have to continue to
happen and that's a big volunteer base or employees. It does put a whole
another dynamic on me and also on the Animal Services Center.

Smith: Well thank you for that honesty. I guess the question that I have is then at
this particular point since we're not sure what the report back from the
Legal Department of the City would be, that maybe we hold off on asking
you to formulate a plan for it until we have a better sense of what we
would be dealing with, and that might be a fair way to deal with this. So
Madam Chair, if there are, I would certainly be happy to hear from others
but I think perhaps this part might be something I would suggest we table.
Thank you.

Gandara: Thank you.

Smith: Thank you Mr. Thacker.

Gandara: Thank you Board Member Smith. Board Member Eakman.

Eakman: Madam Chair. The way I read the action item, there would be no
management plan to be formulated unless and until the land is obtained.
And so in my mind I see no harm no foul in passing this at this time because there is no obligation for anyone to formulate a management plan unless and until legal advice and our various committees say this a valid purchase.

Gandara: Thank you Board Member Eakman. Board Member Smith.

Smith: Thank you Madam Chair. I think Board Member Eakman makes an excellent point and it wouldn't even be contingent on the legal thing. It would be if, well actually formulate a management plan for, depending on where the comma is, but we'll assume then that we would, I still think that perhaps, depending on if we're saying, if obtained that we're saying that we would then still formulate that plan based on the legal report back to us. I'm a little uncomfortable with loading this on you all at this early point so I would still say perhaps this would be better left to a later point as far as our approval. Thank you Madam Chair.

Gandara: Thank you. Board Member Eakman.

Eakman: To exercise all caution then, I would move to table action item Roman numeral six-D until the land is obtained by the ASCMV.

Gandara: Okay. Board Member you made that motion. Do I have a second?

Smith: Am I required to second or can I ask a question first?

Gandara: You can ask a question.

Smith: All right. I think that the obtaining of the property might put us in a sort of a bind if we're not sure where we're going with it. So I would ask, and I would be willing to second if Councilor Eakman was willing to change that from tabling it until it's obtained to tabling it until after we've received the report from Legal at which point we have a better sense of what we're dealing with.

Eakman: I would alter my motion that we table this until we receive a positive response from Legal.

Smith: Thank you Councilor Eakman. I'll be happy to second that.

Gandara: Okay.

Baum: Board Member Gonzalez.

Gonzalez: Yes.
Baum: Board Member Eakman.

Eakman: Yes.

Baum: Board Member Smith.

Smith: Yes.

Baum: Chairperson Gandara.

Gandara: Yes.

MOTION APPROVED UNANIMOUSLY.

VII. PUBLIC INPUT

Gandara: Okay. Next is public input. Do we see any public input? No one to my left, no? Okay. To my right. Yes Jean.

Gilbert: Mine is just more a question and it would be directed at Mr. ...

Smith: Ms. Gilbert. I'm sorry, you're still going to have to say your name for the record.

Gilbert: Okay. Jean Gilbert. Mine is a question for Mr. Dollahon or if anyone else here could answer, is I know that the Task Force meets monthly and I just wonder if there are any highlights or anything to share from that meeting. Thank you.

Gandara: Thank you Jean. Yes, of course we can share.

Dollahon: Madam Chair, Board Members. The Animal Care Task Force did meet the last Friday of the month and as part of that anyone that wants an e-mail let me know and I'll add you the distribution list that we sent out. From the discussion from the Task Force meeting we identified three areas to work on. One is amendments to the ordinances, both City and County, and we created a small task force and a list of items effecting potential changes to the ordinances, other items related that would be covered by one or more resolutions like a pilot project for cat colony management rather than making it part of the ordinance. There were some other things. And then there were just some operational policies and procedures. So I sent out a summary task list, Jean, to the Animal Care Task Force members. If you get with me after the meeting and anyone else that wants to be put on the distribution list for the Task Force let me know and I'll send you that e-mail. But we have suspended the Task Force meetings through until the end of September so the sub
committees can work on those things over the summer so we can make progress on working on those. So thank you.

Gandara: Thank you Board Member Dollahon. Yes. Please come up.

Krueger: Susan Krueger. I just wanted to share an experience. The Dona Ana County Historical Society acquired a cemetery. Now this is a historic cemetery, and I found online a management plan for the acquisition of a historic cemetery. It is a challenge, I'll just share that with you. Thanks.


Dollahon: Madam Chair.

Gandara: Yes Mr. Dollahon.

Dollahon: Sorry. I'll, we'll let you finish.

Gandara: No. No, go on please.

Dollahon: I do know that New Mexico has extensive laws related to management of human cemeteries. I don't know unfortunately, like Ms. Krueger alluded to, there are extensive requirements related to the management of a cemetery. I don't know how that is managed or governed under New Mexico law, if there is a difference between human cemeteries and pet cemeteries. Thus the action from the Board today was appropriate related to the legal review because those obligations can be quite burdensome.

Gandara: Right. Thank you for that Board Member Dollahon.

VIII. CHAIR AND BOARD COMMENTS

Gandara: Okay. Next is Chair and Board Comments. Let's start with Board Member Gonzalez.

Gonzalez: I'd like to compliment the two presentations from the City and the County on their pet, thank you so much for that. I appreciate that. Thank you.

Gandara: Thank you. Board Member Eakman.

Eakman: Thank you Madam Chair. I truly appreciate Ms. Gilbert bringing up the challenge of pets that are not identifiable within our jurisdiction, be it County or City. I see online also suffering animals, lost animals who have no way of getting home, who have no way of being treated, who have nobody responsible, and I think this deserves more discussion at another time on its own merits. I'm wondering if we shouldn't step up on this and
consider requiring pets that are going to be outdoors during their time with us, requiring identifiability in whatever form is manageable. I don't think we're doing our total effort for the companion animals that are under our jurisdiction by leaving this the way it is at this time. So I just wanted to share that. Thank you.

Gandara: Board Member Eakman. Would you like to see a work session specifically on this or an agenda item on our next regular Board meeting?

Eakman: In my mind it would require a work session item. Yes.

Gandara: Okay.

Eakman: Thank you.

Gandara: Okay. And what does everyone else think about a work session on this? Nodding, okay. I see a nod. So Bernice will you please put that and find a time that we can all come together for a work session specifically on that item? Thank you Bernice. Okay. Board Member Smith.

Smith: Thank you Madam Chair. I just want to thank everyone in this room. Every person in this room in one way or another is helping with the issues we have with the companion animals in our community and I see progress. I see that as an important piece of what we're doing and I think that says a lot about our community. It says a lot about our hope and our optimism for the future and our recognition that there's more to be done. So I thank you all, those of you sitting on that side of the dais and those of us sitting on this side. Progress is being made and more will be made. Thank you Madam Chair.

Gandara: Thank you. I too want to thank everybody. I also want to recognize Mr. Thacker. He had a wonderful article on Sunday about the shelter and the GO Bond and I thought it was very well-written and timely for what we are about to experience soon. I also want to say a big thank-you to staff. If you recall, I get morning and evening updates from the staff as it relates to animals that are coming in, what exactly is happening. And there have been some really exciting things going on at the Center, lots of teamwork. And so I just want say a big shout-out to all of you. Thank you. Okay.

IX. Adjournment (10:31 AM)

Gandara: With that, could I get a motion to adjourn?

Smith: So moved.

Eakman: Second.
Gandara: Okay. Thank you. We are all in favor. Say "aye." Thank you.

MOTION APPROVED UNANIMOUSLY.

BOARD OF DIRECTORS

___________________________________________________________
Kasandra Gandara, Chairman

___________________________________________________________
Jess C. Williams, Vice Chairperson

___________________________________________________________
Jack Eakman, Board Member

___________________________________________________________
Billy G. Garrett, Board Member

___________________________________________________________
Ramon Gonzalez, Board Member

___________________________________________________________
Gregory Z. Smith, Board Member

ATTEST:

___________________________________________________________
Scott A. Krahling, County Clerk
<table>
<thead>
<tr>
<th>City of Las Cruces</th>
<th>Doña Ana County</th>
<th>Anthony, NM</th>
<th>Hatch, NM</th>
<th>Sunland Park, NM</th>
<th>Jurisdiction Unknown/Other</th>
<th>Total Intake</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner Surrender</td>
<td>51</td>
<td>54</td>
<td>19</td>
<td>36</td>
<td>4</td>
<td>234</td>
</tr>
<tr>
<td>Returned Adoptions</td>
<td>22</td>
<td>30</td>
<td>20</td>
<td>33</td>
<td>0</td>
<td>161</td>
</tr>
<tr>
<td>Seized from Owners</td>
<td>5</td>
<td>2</td>
<td>1</td>
<td>31</td>
<td>0</td>
<td>39</td>
</tr>
<tr>
<td>Strays (brought in by the public)</td>
<td>8</td>
<td>53</td>
<td>20</td>
<td>33</td>
<td>0</td>
<td>122</td>
</tr>
<tr>
<td>Strays (brought in by Animal Control)</td>
<td>124</td>
<td>122</td>
<td>122</td>
<td>98</td>
<td>2</td>
<td>336</td>
</tr>
<tr>
<td>Wildlife</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Subtotal City of Las Cruces</td>
<td>239</td>
<td>200</td>
<td>161</td>
<td>0</td>
<td>0</td>
<td>894</td>
</tr>
<tr>
<td>Owner Surrender</td>
<td>54</td>
<td>30</td>
<td>19</td>
<td>29</td>
<td>1</td>
<td>114</td>
</tr>
<tr>
<td>Returned Adoptions</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Seized from Owners</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Strays (brought in by the public)</td>
<td>52</td>
<td>33</td>
<td>52</td>
<td>98</td>
<td>1</td>
<td>166</td>
</tr>
<tr>
<td>Strays (brought in by Animal Control)</td>
<td>122</td>
<td>98</td>
<td>122</td>
<td>98</td>
<td>1</td>
<td>241</td>
</tr>
<tr>
<td>Wildlife</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Subtotal Doña Ana County</td>
<td>234</td>
<td>161</td>
<td>161</td>
<td>0</td>
<td>0</td>
<td>498</td>
</tr>
<tr>
<td>OUTCOME</td>
<td>Admin Missing</td>
<td>Dogs</td>
<td>Cats</td>
<td>Rabbits</td>
<td>Reptiles</td>
<td>Pocket Pets</td>
</tr>
<tr>
<td>---------</td>
<td>----------------</td>
<td>------</td>
<td>------</td>
<td>---------</td>
<td>----------</td>
<td>-------------</td>
</tr>
<tr>
<td>(city and county)</td>
<td>Foster-Escaped</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Foster-Lost Contact</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Foster-Stolen From</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>FTA-Escaped</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>FTA-Lost Contact</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>FTA-Stolen</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Offset-Missing</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Offset-Stolen From</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Shelter-Escaped</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Shelter-Missing</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Shelter-Stolen</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Admin Missing</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Adoptions</td>
<td>66</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Expired in Shelter</td>
<td>11</td>
<td>15</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>DOA</td>
<td>20</td>
<td>40</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Return to Owner</td>
<td>87</td>
<td>13</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transferred Out (Rescues)</td>
<td>184</td>
<td>126</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Wildlife Release</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Owner Request Euthanasia</td>
<td>43</td>
<td>8</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Euthanized</td>
<td>66</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Age - Too Old</td>
<td>3</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Age - Too Young</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Behavior - Aggressive - Dog</td>
<td>13</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Behavior - Aggressive - Human</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Behavior - High Arousal Level</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Behavior - Resources Guarding</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Behavior - Timid</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Behavior - Timid - Fear Biter</td>
<td>8</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Breed - Medical</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Court Order</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Eliminator</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Failure to Thrive</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Feral</td>
<td>3</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hit by Car</td>
<td>5</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical Issues</td>
<td>10</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Animal Attack</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Distemper - TX</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Distemper - Non TX</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Felv</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - FIV</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - HW Positive</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Kennel Cough - TX</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Kennel Cough - Non TX</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Liver Failure</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Mange - TX</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Category</td>
<td>Dogs</td>
<td>Cats</td>
<td>Rabbits</td>
<td>Reptiles</td>
<td>Pocket Pets</td>
<td>Avian E</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>------</td>
<td>------</td>
<td>---------</td>
<td>----------</td>
<td>-------------</td>
<td>---------</td>
</tr>
<tr>
<td>Medical - Mange - Non TX</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Mass</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Neurological</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Parvo - TX</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Parvo - Non TX</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Pneumonia</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Medical - Pregnant</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Prolapse</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - Ringworm</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Medical - Tick Borne Disease</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Medical - URI - TX</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Medical - URI - Non TX</td>
<td>0</td>
<td>35</td>
<td>0</td>
<td>35</td>
<td>35</td>
<td>35</td>
</tr>
<tr>
<td>Rabies Suspect</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Space</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Space - Pitbull Breed</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Euthanized</td>
<td>76</td>
<td>66</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Euthanasia Rate</td>
<td>15.1%</td>
<td>17.3%</td>
<td>100.0%</td>
<td>na</td>
<td>na</td>
<td>na</td>
</tr>
<tr>
<td>Total Outcome</td>
<td>487</td>
<td>299</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Public Services

City Clinic (includes outside surgeries, vaccinations, and microchips) | 73  | 17  | 90
County Clinic (includes outside surgeries, vaccinations, and microchips) | 43  | 57  | 101
Jurisdiction Unknown/Other | 1  | 0  | 1
Subtotal Clinic In | 117 | 74 | 192
Clinic Out (includes outside surgeries, vaccinations, and microchips) | 100 | 67 | 167

Grand Total

Intake* | 502  | 382  | 1  | 0  | 0  | 0  | 2  | 0  | 7  | 894
Outcome* | 487  | 299  | 3  | 0  | 0  | 0  | 3  | 0  | 6  | 798

Statistics

Live Release Rate | 81.6% | 71.9% | na | na | na | na | 100.0% | na | 75.0% | 78.0%
Euthanized, Expired in Shelter, DOA | 107  | 121  | 2  | 0  | 0  | 0  | 0  | 0  | 0  | 233
Average Intake/day | 16.7 | 12.7 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.1 | 0.0 | 29.8
Average Outcome/day | 16.2 | 10.0 | 0.1 | 0.0 | 0.0 | 0.0 | 0.0 | 0.1 | 0.0 | 26.6
Average Euthanizations/day | 2.5  | 2.2  | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 4.8
Average RTO/day | 2.9  | 0.4  | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 3.3
Average Adoptions/day | 2.2  | 1.0  | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.1 | 0.0 | 3.3

* The discrepancy between intake and outcome numbers is due to the number of animals taken in on the final three to five days of the month whose outcome is listed on the following month’s report. (Animals are held as Strays three days without tags and five days with identification for owner reclaim). It is doubtful that the two numbers will ever match.
MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors
From: Maria Villa, Accounting Manager
Date: August 8, 2018


Attached are the unaudited preliminary financial results of the Animal Service Center operations for the period ending July 31, 2018. Some observations for your consideration:

- The Statement of Net Position (page 1) shows cash of $728,882. There is no outstanding Accounts receivable balance in the General Fund.
- The outstanding payroll liabilities are $75,642 for the General Fund. There is also an outstanding accounts payable balance of $489. In addition, there is a $20,000 PetSmart Grant in Revenues Collected in Advance.
- The Capital Projects Fund shows cash of $1,130,259. There is also an outstanding Grant receivable in the amount of $92.00 from the DFA Mesilla Valley Animal Services Center Phase 1.
- There is a $38,000 Petco Grant and a $77,000 PetSmart Grant in Revenues Collected in Advance in the Capital Fund totaling $115,000.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are $582,391. YTD operating expenditures are at $171,819, which results in an increase in Net Fund Balance of $410,572.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 20.2% of budgeted revenues and 5.8% of budgeted expenditures have been recognized. The current budget parameter for this month is 8.3%.

CC: William Studer, Assistant City Manager
CC: Amador Espinosa, Financial Reporting Analyst
Animal Service Center of the Mesilla Valley  
Statement of Net Position  
July 31, 2018 (Unaudited)

<table>
<thead>
<tr>
<th></th>
<th>Fund 7440 General Fund</th>
<th>Fund 7441 Capital Projects</th>
<th>Fund 9440 Capital Assets</th>
<th>Statement of Net Position</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; investments</td>
<td>$ 728,882</td>
<td>$ 1,130,259</td>
<td>$ -</td>
<td>$ 1,859,141</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>-</td>
<td>92</td>
<td>-</td>
<td>92</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>728,882</td>
<td>1,130,351</td>
<td>-</td>
<td>1,859,233</td>
</tr>
<tr>
<td><strong>Capital Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment, net of accum depr</td>
<td>-</td>
<td>-</td>
<td>265,991</td>
<td>265,991</td>
</tr>
<tr>
<td><strong>Total Capital Assets</strong></td>
<td>-</td>
<td>-</td>
<td>265,991</td>
<td>265,991</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$ 728,882</td>
<td>$ 1,130,351</td>
<td>$ 265,991</td>
<td>$ 2,125,224</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>$ 489</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 489</td>
</tr>
<tr>
<td>Accrued Wages Payable</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Accrued payroll liabilities</td>
<td>75,642</td>
<td>-</td>
<td>-</td>
<td>75,642</td>
</tr>
<tr>
<td>Revenue Collected in Advance</td>
<td>20,000</td>
<td>115,000</td>
<td>-</td>
<td>135,000</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>98,131</td>
<td>115,000</td>
<td>-</td>
<td>211,131</td>
</tr>
<tr>
<td><strong>Fund Balance</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required reserve</td>
<td>248,540</td>
<td>-</td>
<td>-</td>
<td>248,540</td>
</tr>
<tr>
<td>Unassigned</td>
<td>384,211</td>
<td>1,015,351</td>
<td>265,991</td>
<td>1,666,553</td>
</tr>
<tr>
<td><strong>Total Fund Balance</strong></td>
<td>632,751</td>
<td>1,015,351</td>
<td>265,991</td>
<td>1,914,093</td>
</tr>
<tr>
<td><strong>Total Liabilities and Fund Balance</strong></td>
<td>$ 728,882</td>
<td>$ 1,130,351</td>
<td>$ 265,991</td>
<td>$ 2,125,224</td>
</tr>
</tbody>
</table>
Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
And Changes in Fund Balance - Budget and Actual  
For the Period Ended July 31, 2018 (Unaudited)

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Actual</th>
<th>Actual/Bgt %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pet licenses CLC</td>
<td>$ 50,000</td>
<td>$ 5,234</td>
<td>10.5%</td>
</tr>
<tr>
<td>Pet licenses DAC</td>
<td>20,000</td>
<td>1,764</td>
<td>8.8%</td>
</tr>
<tr>
<td>Vaccinations</td>
<td>30,000</td>
<td>2,238</td>
<td>7.5%</td>
</tr>
<tr>
<td>Pet micro-chip</td>
<td>50,000</td>
<td>2,924</td>
<td>5.8%</td>
</tr>
<tr>
<td>Onsite adoptions</td>
<td>60,000</td>
<td>2,632</td>
<td>4.4%</td>
</tr>
<tr>
<td>Return to owner-Dona Ana Cou</td>
<td>10,000</td>
<td>1,076</td>
<td>10.8%</td>
</tr>
<tr>
<td>Return to owner-City of Las Cru</td>
<td>25,000</td>
<td>1,977</td>
<td>7.9%</td>
</tr>
<tr>
<td>Spay/neuter</td>
<td>70,000</td>
<td>5,641</td>
<td>8.1%</td>
</tr>
<tr>
<td>Dona Ana County</td>
<td>1,250,000</td>
<td>275,000</td>
<td>22.0%</td>
</tr>
<tr>
<td>City of Las Cruces</td>
<td>1,250,000</td>
<td>275,000</td>
<td>22.0%</td>
</tr>
<tr>
<td>City of Anthony</td>
<td>3,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Donations &amp; memorials</td>
<td>30,000</td>
<td>4,326</td>
<td>14.4%</td>
</tr>
<tr>
<td>City of Sunland Park</td>
<td>2,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Village of Hatch</td>
<td>200</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other revenue</td>
<td>23,000</td>
<td>1,885</td>
<td>8.2%</td>
</tr>
<tr>
<td>Investment income</td>
<td>17,000</td>
<td>2,694</td>
<td>15.8%</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td><strong>2,890,200</strong></td>
<td><strong>582,391</strong></td>
<td><strong>20.2%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>1,935,355</td>
<td>100,654</td>
<td>5.2%</td>
</tr>
<tr>
<td>Temp agency services</td>
<td>100,000</td>
<td>19,587</td>
<td>19.6%</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>45,000</td>
<td>1,424</td>
<td>3.2%</td>
</tr>
<tr>
<td>Services</td>
<td>405,000</td>
<td>39,370</td>
<td>9.7%</td>
</tr>
<tr>
<td>Supplies</td>
<td>251,500</td>
<td>8,402</td>
<td>3.3%</td>
</tr>
<tr>
<td>Insurance</td>
<td>85,129</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other</td>
<td>69,000</td>
<td>2,382</td>
<td>3.5%</td>
</tr>
<tr>
<td>Capital outlay</td>
<td>91,500</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total expenditures</strong></td>
<td><strong>2,982,484</strong></td>
<td><strong>171,819</strong></td>
<td><strong>5.8%</strong></td>
</tr>
</tbody>
</table>

| Net income (loss)               | (92,284)| 410,572|
| Transfer to capital from operation| -     | -      |
| **Net change in fund balance**  | $ (92,284)| 410,572|
| **Beginning Fund Balance**      | 222,178|
| **Ending Fund Balance**         | $ 632,751|
MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors
From: Maria Villa, Accounting Manager
Date: August 8, 2018

Subject: Animal Service Center of the Mesilla Valley Financial Report
Unaudited July 31, 2018.

Attached are the unaudited preliminary financial results of the Animal Service Center
operations for the period ending July 31, 2018. Some observations for your
consideration:

- The Statement of Net Position (page 1) shows cash of $728,882. There is no
  outstanding Accounts receivable balance in the General Fund.

- The outstanding payroll liabilities are $75,642 for the General Fund. There is also
  an outstanding accounts payable balance of $489. In addition, there is a $20,000
  PetSmart Grant in Revenues Collected in Advance.

- The Capital Projects Fund shows cash of $1,130,259. There is also an outstanding
  Grant receivable in the amount of $92.00 from the DFA Mesilla Valley Animal Services
  Center Phase 1.

- There is a $38,000 Petco Grant and a $77,000 PetSmart Grant in Revenues
  Collected in Advance in the Capital Fund totaling $115,000.

- The Statement of Revenues and Expenditures (page 2) shows YTD operating
  revenues in the General Fund are $582,391. YTD operating expenditures are at
  $171,819, which results in an increase in Net Fund Balance of $410,572.

- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget
  to Actual (page 3) indicates 20.2% of budgeted revenues and 5.8% of budgeted
  expenditures have been recognized. The current budget parameter for this month is
  8.3%.

CC: William Studer, Assistant City Manager
CC: Amador Espinosa, Financial Reporting Analyst
Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
And Changes in Fund Balance  
For the Period Ended July 31, 2018 (Unaudited)

<table>
<thead>
<tr>
<th></th>
<th>General Fund 7440 Actual</th>
<th>Capital Projects 7441 Actual</th>
<th>Fixed Assets 9440 Actual</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pet licenses CLC</td>
<td>$ 5,234</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 5,234</td>
</tr>
<tr>
<td>Pet licenses DAC</td>
<td>1,764</td>
<td>-</td>
<td>-</td>
<td>1,764</td>
</tr>
<tr>
<td>Vaccinations</td>
<td>2,238</td>
<td>-</td>
<td>-</td>
<td>2,238</td>
</tr>
<tr>
<td>Pet micro-chip</td>
<td>2,924</td>
<td>-</td>
<td>-</td>
<td>2,924</td>
</tr>
<tr>
<td>Onsite adoptions</td>
<td>2,632</td>
<td>-</td>
<td>-</td>
<td>2,632</td>
</tr>
<tr>
<td>Return to owner-Dona Ana Cou</td>
<td>1,076</td>
<td>-</td>
<td>-</td>
<td>1,076</td>
</tr>
<tr>
<td>Return to owner-City of Las Cru</td>
<td>1,977</td>
<td>-</td>
<td>-</td>
<td>1,977</td>
</tr>
<tr>
<td>Spay/neuter</td>
<td>5,641</td>
<td>-</td>
<td>-</td>
<td>5,641</td>
</tr>
<tr>
<td>Dona Ana County</td>
<td>275,000</td>
<td>-</td>
<td>-</td>
<td>275,000</td>
</tr>
<tr>
<td>City of Las Cruces</td>
<td>275,000</td>
<td>-</td>
<td>-</td>
<td>275,000</td>
</tr>
<tr>
<td>City of Anthony</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Donations &amp; memorials</td>
<td>4,326</td>
<td>-</td>
<td>-</td>
<td>4,326</td>
</tr>
<tr>
<td>Grant revenue</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>City of Sunland Park</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Village of Hatch</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other revenue</td>
<td>1,885</td>
<td>-</td>
<td>-</td>
<td>1,885</td>
</tr>
<tr>
<td>Investment income</td>
<td>2,094</td>
<td>-</td>
<td>-</td>
<td>2,094</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td><strong>582,391</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td><strong>582,391</strong></td>
</tr>
</tbody>
</table>

| **Expenditures**     |                          |                              |                          |             |
| Personnel            | 100,654                  | -                            | -                        | 100,654     |
| Temp agency services | 19,587                   | -                            | -                        | 19,587      |
| Repairs and maintenance | 1,424                | -                            | -                        | 1,424       |
| Services             | 39,370                   | -                            | -                        | 39,370      |
| Supplies             | 8,402                    | -                            | -                        | 8,402       |
| Insurance            | -                        | -                            | -                        | -           |
| Other                | 2,382                    | -                            | -                        | 2,382       |
| Depreciation & amortization | -                | -                            | -                        | -           |
| Capital outlay       | -                        | -                            | -                        | -           |
| **Total expenditures** | **171,819**            | **-**                        | **-**                    | **171,819** |

Net Operating Income (Loss) 410,572

Transfers

Net Change in Fund Balance 410,572

Net Investment in Capital Assets

Beginning Fund Balance 222,178 1,015,351 265,991 1,503,520

Ending Fund Balance $ 632,751 $ 1,015,351 $ 265,991 $ 1,914,093
ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
BOARD OF DIRECTORS

AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, August 9th, 2018 at 9am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

I. Call to Order & Pledge of Allegiance

II. Roll Call of ASCMV Board Members and Determination of Quorum

III. Changes to Agenda and Approval of Agenda

IV. Minutes
   a. Approval of the Minutes from the regular ASCMV Board Meeting held July 12th, 2018.

V. Reports/Presentations
   a. City and County ACO Reports – City Animal Control and County Animal Control
   b. Shelter Statistics/Quarterly Report/Shelter Activities/Educational and Spay/Neuter Initiatives – Clint Thacker
   c. Committee Reports
      1. Finance – David Dollahon, Committee Chair
      2. Executive – Kasandra Gandara, Committee Chair
      3. Facilities – Greg Smith, Committee Chair
   d. Zero In 7 Update

VI. Public Input

VII. Chair and Board Comments

VIII. Adjournment

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at 382-0018/v or 541-2128/tty. Posted Dated: August 6, 2018. The agenda is on the web at: [www.ascmv.org](http://www.ascmv.org). Copies of the agenda packet are available at the Branigan Library, City Hall and the County Clerk’s Office.
Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
July 31, 2018 - Revenues
Budget Parameter 8.3%

$1,400,000

$1,250,000

$1,000,000

$800,000

$600,000

$400,000

$200,000

$0

$1,250,000

$275,000

DAC

22.0%

$1,250,000

$275,000

CLC

22.0%

$390,200

$32,391

All Other Rev

8.3%

Budget Actual
# Animal Service Center of the Mesilla Valley
## Statement of Revenues, Expenditures, And Changes in Fund Balance
### July 2018 Through June 2019 (Unaudited)

### General Fund
### 7440

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Revised Budget</th>
<th>July-18</th>
<th>August-18</th>
<th>September-18</th>
<th>October-18</th>
<th>Total</th>
<th>Actual/Bgt %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pet licenses CLC</td>
<td>$50,000</td>
<td>$5,234</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$5,234</td>
<td>10.5%</td>
</tr>
<tr>
<td>Pet licenses DAC</td>
<td>20,000</td>
<td>1,764</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,764</td>
<td>8.8%</td>
</tr>
<tr>
<td>Vaccinations</td>
<td>30,000</td>
<td>2,238</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,238</td>
<td>7.5%</td>
</tr>
<tr>
<td>Pet micro-chip</td>
<td>50,000</td>
<td>2,924</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,924</td>
<td>5.8%</td>
</tr>
<tr>
<td>Onsite adoptions</td>
<td>60,000</td>
<td>2,832</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,832</td>
<td>4.4%</td>
</tr>
<tr>
<td>Return to owner-Dona Ana Cty</td>
<td>10,000</td>
<td>1,076</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,076</td>
<td>10.8%</td>
</tr>
<tr>
<td>Return to owner-City of Las C</td>
<td>25,000</td>
<td>1,977</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,977</td>
<td>7.9%</td>
</tr>
<tr>
<td>Spay/neuter</td>
<td>70,000</td>
<td>5,641</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,641</td>
<td>8.1%</td>
</tr>
<tr>
<td>Dona Ana County</td>
<td>1,250,000</td>
<td>275,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>275,000</td>
<td>22.0%</td>
</tr>
<tr>
<td>City of Las Cruces</td>
<td>1,250,000</td>
<td>275,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>275,000</td>
<td>22.0%</td>
</tr>
<tr>
<td>City of Anthony</td>
<td>3,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Donations &amp; memorials</td>
<td>30,000</td>
<td>4,326</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,326</td>
<td>14.4%</td>
</tr>
<tr>
<td><strong>Grant revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Sunland Park</td>
<td>2,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Village of Hatch</td>
<td>200</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other revenue</td>
<td>23,000</td>
<td>1,885</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,885</td>
<td>8.2%</td>
</tr>
<tr>
<td>Investment income</td>
<td>17,000</td>
<td>2,694</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,694</td>
<td>15.8%</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td><strong>2,880,200</strong></td>
<td><strong>582,391</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td><strong>582,391</strong></td>
<td><strong>20.2%</strong></td>
</tr>
</tbody>
</table>

### Expenditures

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Revised Budget</th>
<th>July-18</th>
<th>August-18</th>
<th>September-18</th>
<th>October-18</th>
<th>Total</th>
<th>Actual/Bgt %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>1,935,355</td>
<td>100,654</td>
<td>-</td>
<td>-</td>
<td>100,654</td>
<td>100,654</td>
<td>5.2%</td>
</tr>
<tr>
<td>Temp agency services</td>
<td>100,000</td>
<td>19,587</td>
<td>-</td>
<td>-</td>
<td>19,587</td>
<td>19,587</td>
<td>19.6%</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>45,000</td>
<td>1,424</td>
<td>-</td>
<td>-</td>
<td>1,424</td>
<td>1,424</td>
<td>3.2%</td>
</tr>
<tr>
<td>Services</td>
<td>405,000</td>
<td>39,370</td>
<td>-</td>
<td>-</td>
<td>39,370</td>
<td>39,370</td>
<td>9.7%</td>
</tr>
<tr>
<td>Supplies</td>
<td>251,500</td>
<td>8,402</td>
<td>-</td>
<td>-</td>
<td>8,402</td>
<td>8,402</td>
<td>3.3%</td>
</tr>
<tr>
<td>Insurance</td>
<td>85,129</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other</td>
<td>69,000</td>
<td>2,382</td>
<td>-</td>
<td>-</td>
<td>2,381</td>
<td>2,381</td>
<td>3.5%</td>
</tr>
<tr>
<td>Depreciation &amp; amortization</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Capital outlay</td>
<td>91,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total expenditures</strong></td>
<td><strong>2,982,484</strong></td>
<td><strong>171,819</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td><strong>171,819</strong></td>
<td><strong>5.8%</strong></td>
</tr>
</tbody>
</table>

### Net Operating Income (Loss)

| Net Operating Income (Loss)                   | **(92,284)**   | **410,572** | **-**      | **-**        | **-**      | **410,572** |

### Transfers

| Transfers                                     | **-**          | **-**      | **-**      | **-**        | **-**      | **-**      |

### Net Change in Fund Balance

| Net Change in Fund Balance                    | **(92,284)**   | **410,572** | **-**      | **-**        | **-**      | **410,572** |