



## **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 9<sup>th</sup>, 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 12<sup>th</sup>, 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**

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1                                   **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2  
3                                   **July 12, 2018 at 9:00 a.m.**

4  
5  
6   **BOARD MEMBERS PRESENT:**

7           Kasandra Gandara - Chair  
8           Jack Eakman - Board Member  
9           Ramon Gonzalez, Board Member  
10          Gregory Z. Smith - Board Member  
11          David Dollahon - Ex-Officio Member

12  
13   **BOARD MEMBERS NOT PRESENT:**

14          Jess C. Williams - Vice-Chair  
15          Billy Garrett - Board Member

16  
17   **I.       Call to Order & Pledge of Allegiance (9:01 AM)**

18  
19   Gandara:     Good morning and welcome to the Animal Services Board meeting. It is  
20                   9:01 so I call this meeting to order. Will you please stand for the Pledge of  
21                   Allegiance?

22  
23   ALL STAND FOR PLEDGE OF ALLEGIANCE.

24  
25   **II.       Roll Call of ASCMV Board Members and Determination of Quorum**

26  
27   Gandara:     Will you please call the roll?

28  
29   Baum:        Board Member Dollahon.

30  
31   Dollahon:    Here.

32  
33   Baum:        Board Member Gonzalez.

34  
35   Gonzalez:    Present.

36  
37   Baum:        Board member Eakman.

38  
39   Eakman:       Here.

40  
41   Baum:        Board Member Garrett is not here. Board Member Smith.

42  
43   Smith:        Here.

44  
45   Baum:        Board Member Williams is not here. Chairperson Gandara.

1 Gandara: Here.

2  
3 **III. Changes to Agenda and Approval of Agenda**

4  
5 Gandara: I think we have a quorum. Okay. Are there any changes to the agenda?  
6 And can I get a motion to approve the agenda?

7  
8 Gonzalez: So I will.

9  
10 Eakman: Second.

11  
12 Baum: Board member Gonzalez. Yes?

13  
14 Gonzalez: Yes.

15  
16 Baum: Thank you. Board member Eakman.

17  
18 Eakman: Yes.

19  
20 Baum: Board member Smith.

21  
22 Smith: Yes.

23  
24 Baum: Chairperson Gandara.

25  
26 Gandara: Yes.

27  
28 MOTION APPROVED UNANIMOUSLY.

29  
30 **IV. Minutes**

31  
32 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**  
33 **June 14, 2018**

34  
35 Gandara: On to the minutes. May I get an approval of the minutes from the regular  
36 Services Center Board meeting held June 14, 2018?

37  
38 Eakman: I would move approval of those minutes as distributed.

39  
40 Gonzalez: Second.

41  
42 Gandara: Thank you.

43  
44 Baum: Board member Gonzalez.

45  
46 Gonzalez: Yes.

1  
2 Baum: Board member Eakman.

3  
4 Eakman: Yes.

5  
6 Baum: Board member Smith.

7  
8 Smith: Yes.

9  
10 Baum: Chairperson Gandara.

11  
12 Gandara: Yes.

13  
14 MOTION APPROVED UNANIMOUSLY.

15  
16 **V. Reports/Presentations**

17  
18 **A. City and County ACO Reports - City and County Animal Control**

19  
20 Gandara: Next is the reports and presentations, City and County ACO reports. Who  
21 would like to go first? Gino?

22  
23 Jimenez: Good morning.

24  
25 Gandara: Good morning.

26  
27 Jimenez: Madam Chair if I may have a minute, for some reason my presentation  
28 was not uploaded. I do have it on a jump drive. I'll give it to them so that  
29 they can upload it.

30  
31 Gandara: Absolutely Gino. Thank you. You want to go ahead? Yes, County.  
32 Thank you.

33  
34 Dollahon: I'm loading yours too.

35  
36 Gandara: Oh, Okay.

37  
38 Dollahon: It's like voting in Chicago you all. You all need to do it early and often.

39  
40 Gandara: Should we move on? Give you some time Mr. Dollahon and the City to  
41 load?

42  
43 Dollahon: Yes, I'm working on it.

44  
45 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

1 the County, 292 and 131 for cats. So, we'll keep an eye on that and see if  
2 that trend continues because that is an awful lot of cats that are coming in.

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

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

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

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

39 Some other pictures. Again it's awesome to see individuals  
40 wanting to spend their time, because like I said monetary funds, we can  
41 ask for that, I'm willing to give that, but my time is my most precious thing.  
42 So if we're able to have individuals come and give of their time, that is  
43 incredible to me that people do that and we appreciate that. We currently  
44 have 35 families with 65 animals as volunteers for our foster program and  
45 we have 17 animals with eight families in our surrender to foster. And  
46 that's a program where they came to the shelter and they want to turn their

1 animal over to Animal Services and we say, "Can you please hold onto  
2 them until we're ready to accept them?" And these eight families said yes,  
3 they will. More loves and kisses.

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

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

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

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

44 Some of our spay/neuter initiatives, 181 animals are currently in our  
45 foster to adopt program. That is a program where an animal that is not yet  
46 sterilized gets to be adopted out and then brought back in for a

1 sterilization. It's not ideal. We would like again to see that number down  
2 to zero, but we continue to have the battle of just not enough veterinarians  
3 and not enough time to get all of our animals sterilized before they go out.  
4 But it's a program that helps us to get animals out of the system or out of  
5 the Animal Center. So we are continuing to work on that as well.  
6 In the month of June we did 148 general public surgeries and 67 of  
7 those were through the APA grant with the Community Cats with APA.  
8 And we're excited to be continuing to be partnering with them and provide  
9 those surgeries for them. Total surgeries was 314 for the month of June.  
10 There's some of our Pets of the Week. I think I've seen Zelda  
11 running around, good pup. That's all I have for the Director's report. Are  
12 there any questions from the Board?  
13  
14 Eakman: Madam Chair.  
15  
16 Gandara: Yes Board Member Eakman.  
17  
18 Eakman: Thank you. Mr. Thacker. I really appreciate the report, I appreciate all the  
19 numbers. It really gives me an idea of what is going on. One item I  
20 wonder if I could have clarified at a future meeting. According to what you  
21 presented, in May 894 animals came in and 579 were released alive.  
22 There was a low number of euthanasias. And in June 895 were taken in  
23 and 490 were released alive. And I'm wondering how that affects the  
24 census at the Animal Shelter. I'm wondering if it would be possible to  
25 have one number on a static date and time each month on what the  
26 census of the shelter might be so that I can get an idea of impact from this  
27 consistent number around 900 a month of intake and ...  
28  
29 Thacker: So a population number?  
30  
31 Eakman: Yes.  
32  
33 Thacker: Okay. Great.  
34  
35 Eakman: Just I don't want to put extra burden on. I know this will take extra burden  
36 but just one static date a month so I know what the census is so I could  
37 track that would be very helpful.  
38  
39 Thacker: Great. We can add that. Absolutely.  
40  
41 Eakman: Thank you.  
42  
43 Gandara: Thank you Board Member Eakman. Any other questions, concerns?  
44 Okay. Thank you.  
45  
46 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

1 will show you our return to owner numbers are 169 this month. I did add  
2 our scanned animals. We scanned 282 animals. We found 53 chips on  
3 those animals. We picked up 285 animals and we responded to 335 stray  
4 animals, unrestrained animals.

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

12 And then you go into the June return to owners. If you look at that  
13 chart the service for calls were 934 Animal Control calls. We picked up  
14 285 animals. Return to owners were 169, and then it just kind of shows  
15 you on a different chart, scan 285, chips found 53. I'd like to add in the  
16 IDs. There were also identifications other than chips. There were 52  
17 identifications other than chips and out of those there were 42 that were  
18 traced. On the highlights of that, I added some highlights, animals that  
19 were picked up: There were various animals from vicious and/or  
20 dangerous, sick and injured, animal cruelty, care and maintenance, stray,  
21 rabies suspect, to owner releases. In June 17 dogs that were picked up  
22 from the public that were owner released. We responded to 56 vicious  
23 dog calls, 29 bite calls, 13 injured animal calls, one livestock call, and nine  
24 snake calls. They also prepared five specimens for rabies submissions  
25 and picked up 24 dead animals.

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

34  
35 Gandara: Yes Board Member Gonzalez.

36  
37 Gonzalez: Mary Lou. In regard to these 24 dead animals, are these dead animals  
38 out in the field or dogs that were hit by cars, or ...

39  
40 Ward: Yes sir. They're either hit by a car or maybe we've gone on, somebody  
41 called where maybe their dog died, or there might have been a chicken  
42 that was attacked by a dog or another dog that was attacked by another  
43 dog, or somebody lost an animal that way.

44  
45 Gonzalez: Now that's a big percent, 24 dogs you know, that's kind of ...  
46

1 Ward: Yes.  
2  
3 Gonzalez: Thank you.  
4  
5 Ward: Thank you.  
6  
7 Gandara: Thank you. Anybody else? Okay. Mary Lou, thank you so much. I really  
8 like this setup.  
9  
10 Ward: Thank you.  
11  
12 Gandara: Gino.  
13  
14 Jimenez: Good morning.  
15  
16 Gandara: Good morning.  
17  
18 Jimenez: Madam Chair, Members of the Board. My name is Gino Jimenez. I'm the  
19 Supervisor for Animal Control. I'm going to give you the numbers for June  
20 2018. As you can see we had 483 reported strays for the month of June;  
21 189 of them were GOA meaning the officers did not have contact with  
22 those animals for whatever reason it could've been. We did impound 260  
23 stray animals; 140 were dogs and 120 were cats and we had 40  
24 unsuccessful field RTOs. We did on the other hand have 34 successful  
25 field RTOs. And I know that Board Member Eakman's question last month  
26 was the number of identifiable animals, so if we include the successful  
27 field RTOs with the attempted we would have 74 identifiable animals. And  
28 those would be animals that were identifiable either through a microchip, a  
29 pet license, rabies vaccination, or simply a pet tag that said that the animal  
30 belonged here, or even if the neighbors said that, "I know that that's my  
31 neighbor's dog."  
32 For our three-year comparison you'll see that we're steady right  
33 where we should be with the past three years. This month at 483, last  
34 year this time 484, the year before that at 400.  
35 Here is our four-year comparison. Still within that same grouping.  
36 Of course in 2016 and 2015 we were a little low. That's before the field  
37 RTO program really took off, then we started getting momentum on that  
38 one.  
39 So here I added a new slide. This is for the Fiscal Year '18. It  
40 shows all our accumulative numbers. We did respond to 6,128 reported  
41 strays. A little over 3,200 were GOA. We did impound a little more than  
42 2,300 and we did have for the year 511 successful field RTOs. And again  
43 we include those attempted at 316. That is my presentation, now if you  
44 have any questions.  
45  
46 Gandara: Any questions? I don't see any. Thank you Gino.

1  
2 Jimenez: You're welcome. Thank you.  
3

## 4 **C. Committee Reports**

### 5 6 **1. Finance - David Dollahon, Committee Chair**

7  
8 Gandara: Okay, let's see. Next on the agenda is the committee reports. Finance,  
9 David Dollahon and Josh. Good morning.

10  
11 Saffell: Good morning Madam Chair, Members of the Board. My name is Josh  
12 Saffell and on behalf of the Finance Department of the City of Las Cruces  
13 I'd like to present the unaudited financials as of June 2018. I'd like to  
14 make this note first though: For June we closed on Tuesday so these  
15 numbers are good for that close. However we continue to do entries for  
16 the end of the year, so these numbers may change. So just to let you  
17 know that these numbers are good as of that close date but we're  
18 continuing to do entries and other things, so this may affect the numbers.

19 So here on our balance sheet which is page one of the Statement  
20 of Net Positions in your packet we see the General Fund is showing  
21 \$267,000 in Cash and zero in Receivables. We have a Total Liability of  
22 \$154,000 and overall the Fund balance is at \$112,000. So if we look at  
23 our Fund balance numbers, that \$112,000, we have a regular reserve of  
24 \$206,000 that we're supposed to be meeting. So we're actually about  
25 \$94,000 below our reserve. So currently we're working on correcting that.  
26 The transfer we made to the Capital Fund of \$355,000 we're going to look  
27 at that and move some of that back so that we'll have our reserve and be  
28 able to meet that. So we are handling that matter but as it stands right  
29 now our Fund balance is at \$112,000 instead of that \$206,000.

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

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

40 So looking at expenditures, here we can see what's going on. The  
41 majority of our expenditures of the different classes were below that  
42 100%, some as low as 76%, others up to 98%. When we look at  
43 personnel, that's where we see the largest overage at 106.2%. So what's  
44 causing that overage in expenditures is our personnel costs for the year.

45 In our Capital Projects Fund we show cash of \$1.16 million and a  
46 Receivable of \$92. That \$92 receivable was to close out that DFA grant.

1 That was our final billing so we've got that out and we should expect to  
2 receive that \$92 very soon.  
3 So that concludes the June financials report. Are there any  
4 questions?  
5  
6 Gandara: Board Member Gonzalez.  
7  
8 Gonzalez: How much do you have in reserves? How much money do you have in  
9 reserve total?  
10  
11 Saffell: We have, for Fund balance that \$112,000. So that's our Fund balance,  
12 that's what we're carrying forward is \$112,000. But we did make a  
13 transfer of \$355,000 ...  
14  
15 Gonzalez: Right.  
16  
17 Saffell: So that transfer we're going to adjust so we should meet that reserve of  
18 \$206,000.  
19  
20 Gonzalez: And that \$206,000 is coming from what?  
21  
22 Saffell: That's just our Fund balance, that's what's sitting in our ...  
23  
24 Gonzalez: That's the Fund balance that you have?  
25  
26 Saffell: Right.  
27  
28 Gonzalez: Okay.  
29  
30 Gandara: Yes Board Member Smith.  
31  
32 Smith: Thank you Madam Chair. And thank Mr. Saffell. I think Mulan here gives  
33 us a very friendly smile here at the end. One question I had is that you  
34 have done a great job of helping us keep up with what page we're on and  
35 those kinds of things. But I do have to ask because we're sitting here  
36 trying to compare what we were given with a bar graph that looks like this  
37 and your bar graph that's different so I'm trying to do the translation very  
38 quickly. Is there a reason why the bar graphs look different on what gets  
39 printed and then what you put up on the PowerPoint?  
40  
41 Saffell: Yes. The two graphs are different in the way that they are, basically the  
42 information is summarized. I believe in the, let me double-check to make  
43 sure, but I believe the Revenue graph that you see in your packet actually  
44 shows every single category of revenue whereas what we have here only  
45 shows the main, what's being received from the City, what's being  
46 received from Dona Ana, and then everything else. So that revenue graph

1 breaks it out into each and every single particular instance of revenue.  
2 And the Expenditures should be roughly the same.  
3  
4 Smith: Okay. I appreciate that, it's just as I said if we have more information on  
5 our page, that's great. But if there's a way to say pair the two bar graphs  
6 or something in a way that helps us translate it more rapidly. Otherwise  
7 we're trusting you, by all means, but it's a little quicker for us to see it  
8 directly. Thank you.  
9  
10 Dollahon: Madam Chair.  
11  
12 Gandara: Yes.  
13  
14 Dollahon: Board Member Smith. If you have a preference over one that you would  
15 prefer we can work with Finance staff to make sure that we're showing  
16 both on the PowerPoint and in the financial report, the same one. On the  
17 revenues, it's a little more detailed in your packet. On the expenditure, I  
18 always like this one because it shows where we are in budget versus  
19 where we are in year-to date-actual, so that gives a little more detail. For  
20 the revenue, the revenue from the City and the County is pretty consistent.  
21 All the other revenue is the ones that we were discussing. So if you have  
22 a preference we will accommodate that to make it easier for you so  
23 everybody, so we're not creating confusion between what's in the packet  
24 and what's shown on the PowerPoint.  
25  
26 Smith: And thank you Mr. Dollahon. I really don't have a preference per se. I  
27 mean the paired columns, or the paired bars in this certainly work. The  
28 other they're stacked and so it's kind of like one shows it one way and one  
29 shows it another way. If you all could settle on one that would just keep it  
30 simpler for us as we're processing.  
31  
32 Dollahon: Okay.  
33  
34 Smith: But thank you.  
35  
36 Dollahon: We'll discuss that at the Finance Committee meeting next month and we'll  
37 commit to that for future PowerPoints.  
38  
39 Smith: I appreciate it. Thank you very much. Thank you, Madam Chair.  
40  
41 Gandara: Thank you Board Member Smith. Yes, Board Member.  
42  
43 Dollahon: To expand upon what was discussed, you do have a resolution before you  
44 today that looks at an end-of-year budget adjustment. As you see we  
45 need an end-of-year budget adjustment because our revenues did not  
46 come in. That was a part of our very robust discussion at the Finance

1 Committee. The nice part about it is we are in a position to cover that  
2 through a budget adjustment and that will, I'll hit on that quickly when  
3 we're to that point. This is a nice place to be. I think it's a commitment  
4 with our new Executive Director that we all recognize that staffing out at  
5 the Animal Services Center is important. Clint and his crew have made a  
6 commitment to be staffed and staffing out there is hard. I know they  
7 constantly work on it which is reflected in our personnel expenses,  
8 increasing this year either through hired staff or through contracted  
9 services.

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

28  
29 Gandara: Any questions?

30  
31 Gonzalez: Got one.

32  
33 Gandara: Yes Board Member Gonzalez.

34  
35 Gonzalez: In regards to you stating that money that you're giving the animal shelter,  
36 does anybody here, Ms. Gandara, do you kind of sign off any money that's  
37 being transferred over to the Animal Shelter? Does anybody sign off?

38  
39 Dollahon: Madam Chair ...

40  
41 Gandara: No, I don't.

42  
43 Dollahon: Madam Chair, Commissioner Gonzalez. Per the Joint Powers Agreement,  
44 the City as the fiscal agent pays the bill and the sign-off under the Joint  
45 Powers Agreement is automatic between the City and the County. And  
46 then the City has approval processes for all bill-paying purposes. So if

1 there's an invoice that comes in we have a workflow that approves those  
2 authorizations. So the actual Board Chairman and the Board Members do  
3 not involve themselves with the day-to-day. That's why we have the  
4 Finance Committee so we can discuss these concerns and these issues.  
5 We've discussed disposal of assets. We've discussed acquisition of items  
6 that we need, budget adjustments that need to come forward to the  
7 Committee. They are generally discussed at the Finance Committee  
8 before they come to you before the Board. But day-to-day operations  
9 reside with Mr. Thacker or through the City's appropriate workflow  
10 processes. It makes us more efficient.

11  
12 Gonzalez: How many do you have on your Finance Board? Your committee?

13  
14 Dollahon: There are three of us. There is myself representing the City in the Ex-  
15 Officio capacity, Board Member Eakman representing the City's  
16 appointments, and Commissioner Garrett who is the County's  
17 representative. And the Executive Director, Mr. Thacker, is also a  
18 member to the Finance Committee and he usually brings a cadre of staff.  
19 Bernice and Steve are there and then I usually have three staff from the  
20 City's Finance and Budgeting Department: Josh, Amador, and Ms. Josie  
21 Medina who is in our Budget Office are at all of our Finance Committee  
22 meetings with limited exceptions. But the four members are myself, Board  
23 Member Eakman, Board Member Garrett, and Mr. Thacker. Raise your  
24 hand Clint.

25  
26 Gonzalez: Thank you.

27  
28 Gandara: Thank you Board Member Gonzalez. Thank you Board Member Dollahon  
29 and Josh.

## 30 31 **2. Executive**

32  
33 Gandara: Next is the report on the Executive. We did meet, myself, Board Member  
34 Smith, Board Member Williams, and Mr. Thacker. We built the agenda,  
35 we spoke to the land, the possible acquisition of land by the Dona Ana  
36 Humane Society, discussed how we would present that and you see some  
37 action items on the agenda at this point. We also spoke to the GO Bond  
38 and let me remind everybody out in the audience and those listening that it  
39 will be a mail-in ballot starting July 24th through August 21st and it will be  
40 sent to all registered voters in the City. And that's all for that.

## 41 42 **3. Facilities**

43  
44 Gandara: And Facilities. Greg.



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

21  
22 Gandara: Thank you Board Member Smith.

#### 23 24 **D. Zero in Seven Update**

25  
26 Gandara: Okay. Next is our Zero in Seven update. Good morning.

27  
28 Gilbert: Morning. I'm Jean Gilbert, Secretary for the Coalition for Pets and People.  
29 Move this down a little bit. Okay. And here is the mission statement  
30 which was adopted in March of 2017. And here is the listing of the  
31 community organizations and I just wanted to comment on the status of a  
32 couple of them. You see Feral Cat Management Program listed about  
33 halfway through here, I think it's the eighth listing here, and I know it was  
34 reported in the Las Cruces Bulletin and I have since talked to Michelle  
35 Corella who formerly was the Director of fCaMP on NMSU campus, and  
36 effective December 31st fCaMP dissolved as a 501(c)(3). However  
37 Michelle noted that they are continuing to take care of the colonies that  
38 remain and they're down to about 40 cats and with their volunteers they  
39 will continue to care for them. And then in addition to the community  
40 organizations is the Las Cruces Dog Park Coalition which honestly  
41 should've been on our listing all along, so that was our oversight.

42 And here are some upcoming events. Mr. Thacker will be round  
43 table speaker this coming Sunday at the Unitarian Church library from  
44 9:00 to 10:00. And of course Yappy Hour's been mentioned, and that's  
45 coming up July 18th. On the 28th Bellissimi Gattini, the Cat's Meow. This

1 could be their second or third fund raiser like this and it is a lot of fun. And  
2 then APA puts on their golf tournament near the end of the month.

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

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

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

21 Here are some other items from Tails, some event items. July 18th  
22 will be the next Puppy Transport and that will be, no excuse me, yes, July  
23 18th is the next one and since October 2017, 801 pups have been  
24 transferred. August 11th will be a Check the Chip event, and this will be at  
25 the dog park from 9:00 to 12:00 noon, and the first 25 will get free  
26 microchips. But the regular price is \$10. The next scheduled flight is  
27 August 14th. And the 12 Dog program, there will be a reveal on  
28 September 1st and the project gets underway August 21st for their photo  
29 session.

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

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

41 And here is a picture of some dogs from the shelter that were part  
42 of their intake for June to APA and you can see the before and the after  
43 photos of them after they had grooming compliments of Mesilla Valley Pet  
44 Resort. Michel Meunier gave us an update on the facility located at 1150  
45 East Las Cruces Avenue and I'll let you go ahead and read that. As

1 Michel knows it's going to take a few months before they can get  
2 everything in order for them to actually start.

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

8  
9 Smith: Madam Chair.

10  
11 Gandara: Yes Board Member Smith.

12  
13 Smith: Ms. Gilbert. You make a great measuring stick for the power of cans.  
14 Good work.

15  
16 Gilbert: Being as short as I am, right? Excuse me for my allergies today. I should  
17 have brought a bottle of water up here. Okay. Cherished K-9 and I'll let  
18 you look at the captions here and you can see a picture of what might be  
19 typically how their adoption events look and they hold them the third  
20 Saturday at Pet's Barn. And I know this is a litter of pups that they've  
21 helped raise that are all of a hound variety. And a neat story about the  
22 little Boxer pictured left, that this dog was so emaciated and only five  
23 pounds that they strongly, the vet recommended euthanasia, but they  
24 waited a little longer and look at her now. So that's a wonderful story  
25 there. And just like Carla Baker says that not all stories are happily ever  
26 after, so if you look at Izzy, and it is sort of a happy ever after though  
27 really, because Izzy was transported. Cherished K-9 rescued the mother  
28 dog, she had two pups and Izzy is one of them. So then Izzy went to  
29 Colorado, was transferred there, she was adopted and two years later she  
30 was brought back to the Longmont, Colorado shelter and they called  
31 Cherished K-9 and said, "We are, the dog is here and we are looking at  
32 euthanasia. Do you want her?" And this is how dedicated their volunteers  
33 are because one of their volunteers did the 12-hour drive to go and get  
34 Izzy. So Izzy is with them now.

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

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

44 Here is the Dona Ana County report on their Animal Relief Fund  
45 and a couple of the animals that have been helped. Two of them in the  
46 left corner there were helped with dental surgery and then Buddy had

1 repair for a hernia and Buddy's pictured in the middle and then on the  
2 right. That's a very important program that they help people with.

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

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

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

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

40 Okay and this is Forever Homes Animal Rescue. Jamie Jones is  
41 the Las Cruces Coordinator and here's a picture of a German Shepherd  
42 who was pulled from this shelter and transported by Forever Homes  
43 Animal Rescue. They network for animals in Southern New Mexico and  
44 you can see there that's, 1,300 is about the number they transported and  
45 assisted last year.

1           The Dog Park Coalition, they're a 501(c)(3) and you can see what  
2 their mission is there at the top. I know they're involved in the GO Bond  
3 because passage of the GO Bond could mean I believe two acres of  
4 additional dog park space, whether it would be there or elsewhere, I don't  
5 know that part but so they are involved in that.

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

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

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

45           And something else to put on your calendar is September 15th and  
46 16th DogCruces magazine will hold their Pet Expo which they had last

1 year and it was very successful, and it was a wonderful event. Thank you  
2 very much. Are there any questions?  
3  
4 Gandara: Thank you Jean. Board Member Smith.  
5  
6 Smith: Thank you Madam Chair and thank you Ms. Gilbert. I think your  
7 presentations just gets better every time and you share with us so many  
8 things that helps us understand what else is being done.  
9  
10 Gilbert: Thank you.  
11  
12 Smith: And it just looks to me like you're sort of, the different folks who provide  
13 you with things are kind of competing with each other to have better and  
14 better pictures and information so ...  
15  
16 Gilbert: Thank you.  
17  
18 Smith: I really enjoy the presentation and I thank you ...  
19  
20 Gilbert: Appreciate it.  
21  
22 Smith: For all the hard work you're doing. Thank you.  
23  
24 Gilbert: Thank you.  
25  
26 Smith: Thank you Madam Chair.  
27  
28 Gandara: Thank you Board Member Smith. Anybody else? Okay.  
29  
30 **VI. Action Items**  
31  
32 **A. Resolution 2018-20 - Accept the \$77,000 PetSmart Grant**  
33  
34 Gandara: On to the action items. Resolution 2018-20: Accept the \$77,000  
35 PetSmart Grant. May I get a motion?  
36  
37 Smith: Happy to move to approve Madam Chair.  
38  
39 Gandara: Thank you.  
40  
41 Gonzalez: Second.  
42  
43 Gandara: Thank you. Let the record show that Board Member Smith made the  
44 motion and a second by Board Member Gonzalez. Any conversation,  
45 report, anything like that?  
46

1 Dollahon: Clint do you want to ...

2  
3 Gandara: Do you want to talk about this Clint?

4  
5 Dollahon: Madam Chair. I'll add really quickly ...

6  
7 Gandara: Okay.

8  
9 Dollahon: This is for capital improvement out at the facility. But Clint can talk about  
10 as to what it's limited for and that the reason that it's put into a 7441 fund  
11 is because it is for capital.

12  
13 Thacker: Yes. This grant is going to be used to lay a cement pad where the  
14 existing house is right now and then we're going to be building kennels to  
15 go on top of that with an awning to cover all of it. So we're excited about  
16 this moving forward. The part that is not covered under this grant is the  
17 teardown of the house and that's going to be covered by the City, and that  
18 is a budgeted item that was approved in our budget. Any questions?

19  
20 Gandara: Any questions? No? Seeing none, any public input? Seeing none.  
21 Please.

22  
23 Baum: Board Member Gonzalez.

24  
25 Gonzalez: Yes.

26  
27 Baum: Board Member Eakman.

28  
29 Eakman: Yes.

30  
31 Baum: Board Member Smith.

32  
33 Smith: Yes.

34  
35 Baum: Chairperson Gandara.

36  
37 Gandara: Yes.

38  
39 MOTION APPROVED UNANIMOUSLY.

40  
41 **B. Resolution 2018-21 - ASCMV EOY Budget for FY 2018**

42  
43 Gandara: Okay. Next is Resolution 2018-21: ASCMV End-of-Year Budget for  
44 Fiscal Year 2018. Board Member Dollahon.

1 Dollahon: Madam Chair. As I briefly discussed during the Finance Committee  
2 meeting for the Finance Committee presentation, we're transferring back  
3 from the Capital Fund, Fund 7441 \$110,552 back to the 7440 Fund which  
4 is the general operating account for Animal Services Center. That's to  
5 cover the increased expenses for the budget for the period through June  
6 30th. With that transfer back it provides us with the required one-twelfth  
7 reserve in preparation for this year's FY19 starting budget and will give us  
8 a fund balance of \$158,862 to start the next fiscal year with. That transfer  
9 is eligible because we've committed the funding in FY18 and '19 to carry  
10 over the construction project. But we had transferred \$355,000 from 7440  
11 to 7441 in anticipation of the construction project which came in under  
12 budget and so we're able to transfer that money back to help balance the  
13 budget on Fund 7441.

14  
15 Gandara: Thank you Board Member Dollahon. Okay. Can I get ...

16  
17 Baum: I need a motion and a second.

18  
19 Gandara: Yes. Can I get a motion?

20  
21 Eakman: I would move approval.

22  
23 Gandara: Thank you. Second?

24  
25 Smith: Second.

26  
27 Gandara: Okay.

28  
29 Baum: Board Member Gonzalez.

30  
31 Gonzalez: Yes.

32  
33 Baum: Board Member Eakman.

34  
35 Eakman: Yes.

36  
37 Baum: Board Member Smith.

38  
39 Smith: Yes.

40  
41 Baum: Thank you. Chairperson Gandara.

42  
43 Gandara: Yes.

44  
45 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

1 Joint Powers Agreement between the City and the County but it also  
2 affects, how does it affect the mission of the Animal Services Center, what  
3 are the statutory obligations under maintaining a cemetery, much less a  
4 pet cemetery. I know there are state laws on cemeteries and paupers'  
5 cemeteries. I don't know the requirements for a pet cemetery. But one of  
6 the things that, the reason I came down here is I wanted to pull up a map  
7 for you of where the property is so everyone knew where we were talking  
8 about.

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

20  
21 Gandara: Thank you Mr. Dollahon. Board Member Smith.

22  
23 Smith: Thank you Madam Chair and thank you Mr. Dollahon and Mr. Thacker. I  
24 do think that we need to pursue the question of what legally we would be  
25 involved with both as far as this property, of course the City does already  
26 own some properties outside the City limits, but also as far as what would  
27 be required of us to maintain a cemetery, what other uses we might be  
28 able to make of the parts that haven't been used as a cemetery if that's  
29 feasible, and if that fits with our mission. So I would suggest that this very  
30 kind offer from the Dona Ana County Humane Society is something that I  
31 appreciate but I would want to get a better sense of what we might be  
32 getting ourselves in for if we were to accept it. So I appreciate it, I  
33 appreciate the visual of where it's located and sense of how well-  
34 populated it is at the moment. But I don't automatically think we should  
35 accept this. I think we should discuss it further. Thank you Madam Chair.

36  
37 Gandara: Thank you Board Member Smith. Yes.

38  
39 Thacker: And I was just going to say that's the reason why we brought it forward, is  
40 not to accept it at this time but to open it up to the Board for discussion,  
41 see where it's at, and I believe that item D on there, is it D, is important as  
42 well.

43  
44 Gandara: Yes. Any other dialogue? Any public comment at this point? Come on  
45 down. Ms. Barker. I'll give you three minutes.

1 Barker: Good morning. Kelly Barker, Tails from the Shelter/Uncaged Paws. My  
2 comment about this might be to have Dona Ana consider, if it doesn't go to  
3 the City, have them consider donating it to a nonprofit such as the Las  
4 Cruces Dog Park. That might be a group that would be not having to  
5 consider all of the ramifications of let's say maintaining a cemetery. And  
6 they might be able to make it both a cemetery and a dog park, which is  
7 something they would really like in that area. So just a comment for  
8 thought.  
9

10 Gandara: Thank you. Anybody else? Okay. Please call the roll.  
11

12 Baum: Board Member Gonzalez.  
13

14 Gonzalez: Yes.  
15

16 Baum: Board Member Eakman.  
17

18 Eakman: Yes.  
19

20 Baum: Board Member Smith.  
21

22 Smith: Yes.  
23

24 Baum: Chairperson Gandara.  
25

26 Gandara: Yes.  
27

28 MOTION APPROVED UNANIMOUSLY.  
29

30 **D. Charge the ASCMV to formulate a management plan for land usage if**  
31 **obtained.**  
32

33 Gandara: Okay, next is Action Item D: Change the ASCMV to formulate a  
34 management, or not change but charge the ASCMV to formulate a  
35 management plan for land usage if obtained. Do I get a motion?  
36

37 Eakman: So moved.  
38

39 Gonzalez: Second.  
40

41 Gandara: Okay. Let the record reflect Board Member Eakman made the motion and  
42 second by Board Member Gonzalez. Any dialogue about this?  
43

44 Smith: I would just want to ask, thank you Madam Chair. Mr. Thacker. What that  
45 might look like as far as asking you to formulate a management plan for

1 this land usage. Do you have a sense of if we direct you to do that, how  
2 you would proceed?  
3

4 Thacker: Absolutely not. Speaking with the Executive Committee, we decided that  
5 what we need to do is find out how this would fit into our mission as Board  
6 Member Eakman said. Some other points are how we would manage  
7 that, how we would go about, if we were to obtain it, if we did continue it  
8 as a cemetery then how we would do the, I want to say "sales pitch" or  
9 offer that to the individuals coming in.  
10

11 Smith: Maybe not a "sales pitch" but "reservations."  
12

13 Thacker: There you go. Thank you. So just to formulate a plan on how that's going  
14 to come together and the charges, the fees, etc. on that, the maintenance  
15 of the facility or the maintenance of the property. All those things together  
16 are basically how we're going to manage the property.  
17

18 Smith: So Mr. Thacker thank you. With the other things that we ask you to do, do  
19 you feel that such a preliminary plan would require a lot of extra time or  
20 would that be something that's fairly manageable?  
21

22 Thacker: Off the top of my head thinking about it, it would take a considerable  
23 amount of time. I think just the upkeep of the general, it was said by other  
24 people how they'd have to take off a full day and a whole bunch of  
25 volunteers go down and whack off weeds and get the area in a situation or  
26 a place that it's presentable once again. That would have to continue to  
27 happen and that's a big volunteer base or employees. It does put a whole  
28 another dynamic on me and also on the Animal Services Center.  
29

30 Smith: Well thank you for that honesty. I guess the question that I have is then at  
31 this particular point since we're not sure what the report back from the  
32 Legal Department of the City would be, that maybe we hold off on asking  
33 you to formulate a plan for it until we have a better sense of what we  
34 would be dealing with, and that might be a fair way to deal with this. So  
35 Madam Chair, if there are, I would certainly be happy to hear from others  
36 but I think perhaps this part might be something I would suggest we table.  
37 Thank you.  
38

39 Gandara: Thank you.  
40

41 Smith: Thank you Mr. Thacker.  
42

43 Gandara: Thank you Board Member Smith. Board Member Eakman.  
44

45 Eakman: Madam Chair. The way I read the action item, there would be no  
46 management plan to be formulated unless and until the land is obtained.

1 And so in my mind I see no harm no foul in passing this at this time  
2 because there is no obligation for anyone to formulate a management plan  
3 unless and until legal advice and our various committees say this a valid  
4 purchase.  
5  
6 Gandara: Thank you Board Member Eakman. Board Member Smith.  
7  
8 Smith: Thank you Madam Chair. I think Board Member Eakman makes an  
9 excellent point and it wouldn't even be contingent on the legal thing. It  
10 would be if, well actually formulate a management plan for, depending on  
11 where the comma is, but we'll assume then that we would, I still think that  
12 perhaps, depending on if we're saying, if obtained that we're saying that  
13 we would then still formulate that plan based on the legal report back to  
14 us. I'm a little uncomfortable with loading this on you all at this early point  
15 so I would still say perhaps this would be better left to a later point as far  
16 as our approval. Thank you Madam Chair.  
17  
18 Gandara: Thank you. Board Member Eakman.  
19  
20 Eakman: To exercise all caution then, I would move to table action item Roman  
21 numeral six-D until the land is obtained by the ASCMV.  
22  
23 Gandara: Okay. Board Member you made that motion. Do I have a second?  
24  
25 Smith: Am I required to second or can I ask a question first?  
26  
27 Gandara: You can ask a question.  
28  
29 Smith: All right. I think that the obtaining of the property might put us in a sort of  
30 a bind if we're not sure where we're going with it. So I would ask, and I  
31 would be willing to second if Councilor Eakman was willing to change that  
32 from tabling it until it's obtained to tabling it until after we've received the  
33 report from Legal at which point we have a better sense of what we're  
34 dealing with.  
35  
36 Eakman: I would alter my motion that we table this until we receive a positive  
37 response from Legal.  
38  
39 Smith: Thank you Councilor Eakman. I'll be happy to second that.  
40  
41 Gandara: Okay.  
42  
43 Baum: Board Member Gonzalez.  
44  
45 Gonzalez: Yes.  
46

1 Baum: Board Member Eakman.

2  
3 Eakman: Yes.

4  
5 Baum: Board Member Smith.

6  
7 Smith: Yes.

8  
9 Baum: Chairperson Gandara.

10  
11 Gandara: Yes.

12  
13 MOTION APPROVED UNANIMOUSLY.

14  
15 **VII. PUBLIC INPUT**

16  
17 Gandara: Okay. Next is public input. Do we see any public input? No one to my  
18 left, no? Okay. To my right. Yes Jean.

19  
20 Gilbert: Mine is just more a question and it would be directed at Mr. ...

21  
22 Smith: Ms. Gilbert. I'm sorry, you're still going to have to say your name for the  
23 record.

24  
25 Gilbert: Okay. Jean Gilbert. Mine is a question for Mr. Dollahon or if anyone else  
26 here could answer, is I know that the Task Force meets monthly and I just  
27 wonder if there are any highlights or anything to share from that meeting.  
28 Thank you.

29  
30 Gandara: Thank you Jean. Yes, of course we can share.

31  
32 Dollahon: Madam Chair, Board Members. The Animal Care Task Force did meet  
33 the last Friday of the month and as part of that anyone that wants an e-  
34 mail let me know and I'll add you the distribution list that we sent out.  
35 From the discussion from the Task Force meeting we identified three  
36 areas to work on. One is amendments to the ordinances, both City and  
37 County, and we created a small task force and a list of items effecting  
38 potential changes to the ordinances, other items related that would be  
39 covered by one or more resolutions like a pilot project for cat colony  
40 management rather than making it part of the ordinance. There were  
41 some other things. And then there were just some operational policies  
42 and procedures. So I sent out a summary task list, Jean, to the Animal  
43 Care Task Force members. If you get with me after the meeting and  
44 anyone else that wants to be put on the distribution list for the Task Force  
45 let me know and I'll send you that e-mail. But we have suspended the  
46 Task Force meetings through until the end of September so the sub

1 committees can work on those things over the summer so we can make  
2 progress on working on those. So thank you.  
3  
4 Gandara: Thank you Board Member Dollahon. Yes. Please come up.  
5  
6 Krueger: Susan Krueger. I just wanted to share an experience. The Dona Ana  
7 County Historical Society acquired a cemetery. Now this is a historic  
8 cemetery, and I found online a management plan for the acquisition of a  
9 historic cemetery. It is a challenge, I'll just share that with you. Thanks.  
10  
11 Gandara: Thank you. Anybody else? Okay.  
12  
13 Dollahon: Madam Chair.  
14  
15 Gandara: Yes Mr. Dollahon.  
16  
17 Dollahon: Sorry. I'll, we'll let you finish.  
18  
19 Gandara: No. No, go on please.  
20  
21 Dollahon: I do know that New Mexico has extensive laws related to management of  
22 human cemeteries. I don't know unfortunately, like Ms. Krueger alluded  
23 to, there are extensive requirements related to the management of a  
24 cemetery. I don't know how that is managed or governed under New  
25 Mexico law, if there is a difference between human cemeteries and pet  
26 cemeteries. Thus the action from the Board today was appropriate related  
27 to the legal review because those obligations can be quite burdensome.  
28  
29 Gandara: Right. Thank you for that Board Member Dollahon.  
30  
31 **VIII. CHAIR AND BOARD COMMENTS**  
32  
33 Gandara: Okay. Next is Chair and Board Comments. Let's start with Board Member  
34 Gonzalez.  
35  
36 Gonzalez: I'd like to compliment the two presentations from the City and the County  
37 on their pet, thank you so much for that. I appreciate that. Thank you.  
38  
39 Gandara: Thank you. Board Member Eakman.  
40  
41 Eakman: Thank you Madam Chair. I truly appreciate Ms. Gilbert bringing up the  
42 challenge of pets that are not identifiable within our jurisdiction, be it  
43 County or City. I see online also suffering animals, lost animals who have  
44 no way of getting home, who have no way of being treated, who have  
45 nobody responsible, and I think this deserves more discussion at another  
46 time on its own merits. I'm wondering if we shouldn't step up on this and

1 consider requiring pets that are going to be outdoors during their time with  
2 us, requiring identifiability in whatever form is manageable. I don't think  
3 we're doing our total effort for the companion animals that are under our  
4 jurisdiction by leaving this the way it is at this time. So I just wanted to  
5 share that. Thank you.  
6  
7 Gandara: Board Member Eakman. Would you like to see a work session specifically  
8 on this or an agenda item on our next regular Board meeting?  
9  
10 Eakman: In my mind it would require a work session item. Yes.  
11  
12 Gandara: Okay.  
13  
14 Eakman: Thank you.  
15  
16 Gandara: Okay. And what does everyone else think about a work session on this?  
17 Nodding, okay. I see a nod. So Bernice will you please put that and find a  
18 time that we can all come together for a work session specifically on that  
19 item? Thank you Bernice. Okay. Board Member Smith.  
20  
21 Smith: Thank you Madam Chair. I just want to thank everyone in this room.  
22 Every person in this room in one way or another is helping with the issues  
23 we have with the companion animals in our community and I see  
24 progress. I see that as an important piece of what we're doing and I think  
25 that says a lot about our community. It says a lot about our hope and our  
26 optimism for the future and our recognition that there's more to be done.  
27 So I thank you all, those of you sitting on that side of the dais and those of  
28 us sitting on this side. Progress is being made and more will be made.  
29 Thank you Madam Chair.  
30  
31 Gandara: Thank you. I too want to thank everybody. I also want to recognize Mr.  
32 Thacker. He had a wonderful article on Sunday about the shelter and the  
33 GO Bond and I thought it was very well-written and timely for what we are  
34 about to experience soon. I also want to say a big thank-you to staff. If  
35 you recall, I get morning and evening updates from the staff as it relates to  
36 animals that are coming in, what exactly is happening. And there have  
37 been some really exciting things going on at the Center, lots of teamwork.  
38 And so I just want say a big shout-out to all of you. Thank you. Okay.  
39  
40 **IX. Adjournment (10:31 AM)**  
41  
42 Gandara: With that, could I get a motion to adjourn?  
43  
44 Smith: So moved.  
45  
46 Eakman: Second.



1  
2 Gandara: Okay. Thank you. We are all in favor. Say "aye." Thank you.

3  
4 MOTION APPROVED UNANIMOUSLY.

5  
6 BOARD OF DIRECTORS

7  
8 \_\_\_\_\_  
9 Kasandra Gandara, Chairman

10  
11 \_\_\_\_\_  
12 Jess C. Williams, Vice Chairperson

13  
14 \_\_\_\_\_  
15 Jack Eakman, Board Member

16  
17 \_\_\_\_\_  
18 Billy G. Garrett, Board Member

19  
20 \_\_\_\_\_  
21 Ramon Gonzalez, Board Member

22  
23 \_\_\_\_\_  
24 Gregory Z. Smith, Board Member

25  
26  
27  
28  
29  
30 ATTEST:

31  
32  
33  
34 \_\_\_\_\_  
35 Scott A. Krahling, County Clerk

# Animal Services Center of the Mesilla Valley

Monthly Statistics Report-June 2018

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
<b>INTAKE</b>	<b>City of Las Cruces</b>										
	Owner Surrender	51	22					2			75
	Returned Adoptions	5	1								6
	Seized from Owners	8	2								10
	Strays (brought in by the public)	51	53	1							105
	Strays (brought in by Animal Control)	124	122							2	248
	Wildlife									2	2
	<b>Subtotal City of Las Cruces</b>	<b>239</b>	<b>200</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>446</b>
	<b>Doña Ana County</b>										
	Owner Surrender	54	30								84
	Returned Adoptions	2	0								2
	Seized from Owners	4	0								4
	Strays (brought in by the public)	52	33								85
	Strays (brought in by Animal Control)	122	98							1	221
	Wildlife									2	2
	<b>Subtotal Doña Ana County</b>	<b>234</b>	<b>161</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>398</b>
	Anthony, NM	19	20								39
	Hatch, NM	1	1								2
	Sunland Park, NM	5	0								5
	Jurisdiction Unknown/Other	4	0								4
	<b>Total Intake</b>	<b>502</b>	<b>382</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>7</b>	<b>894</b>

OUTCOME (city and county)	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Admin Missing										
Foster-Escaped		1								1
Foster-Lost Contact										0
Foster-Stolen From										0
FTA-Escaped										0
FTA-Lost Contact										0
FTA-Stolen										0
Offsite-Missing										0
Offsite-Stolen From										0
Shelter-Escaped										0
Shelter-Missing										0
Shelter-Stolen										0
Subtotal Admin Missing	0	1	0	0	0	0	0	0	0	1
Adoptions	66	30					2			98
Expired in Shelter	11	15	1							27
DOA	20	40							2	62
Return to Owner	87	13								100
Transferred Out (Rescues)	184	126					1			311
Wildlife Release	0	0							3	3
Owner Request Euthanasia	43	8	1							52
Euthanized										
Age - Too Old	3	1								4
Age - Too Young	0	2								2
Behavior - Aggressive - Dog	13	0								13
Behavior - Aggressive - Human	1	1								2
Behavior - High Arousal Level	0	0								0
Behavior - Resources Guarding	2	0								2
Behavior - Timid	3	3								6
Behavior - Timid - Fear Biter	8	0								8
Breed - Medical	0	0								0
Court Order	0	0								0
Eliminator	0	0								0
Failure to Thrive	0	1								1
Feral	3	1								4
Hit by Car	5	1								6
Medical Issues	10	4	1							15
Medical - Animal Attack	2	1								3
Medical - Distemper - TX	6	0								6
Medical - Distemper - Non TX	0	0								0
Medical - Felv	0	4								4
Medical - FIV	0	3								3
Medical - HW Positive	6	0								6
Medical - Kennel Cough - TX	2	0								2
Medical - Kennel Cough - Non TX	7	0								7
Medical - Liver Failure	0	0								0
Medical - Mange - TX	0	0								0

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
	Medical - Mange - Non TX	0	0								0
	Medical - Mass	3	0								3
	Medical - Neurological	0	0								0
	Medical - Parvo - TX	0	0								0
	Medical - Parvo - Non TX	1	0								1
	Medical - Pneumonia	1	1								2
	Medical - Pregnant	0	0								0
	Medical - Prolapse	0	1								1
	Medical - Ringworm	0	3								3
	Medical - Tick Borne Disease	0	0								0
	Medical - URI - TX	0	4								4
	Medical - URI - Non TX	0	35								35
	Rabies Suspect	0	0							1	1
	Space	0	0								0
	Space - Pitbull Breed	0	0								0
	<b>Subtotal Euthanized</b>	<b>76</b>	<b>66</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>144</b>
	<b>Euthanasia Rate</b>	<b>15.1%</b>	<b>17.3%</b>	<b>100.0%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>14.3%</b>	<b>16.1%</b>
	<b>Total Outcome</b>	<b>487</b>	<b>299</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>798</b>

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

<b>Grand Total</b>	<b>Intake*</b>	<b>502</b>	<b>382</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>7</b>	<b>894</b>
	<b>Outcome*</b>	<b>487</b>	<b>299</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>798</b>

<b>Statistics</b>	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	3	233
	Average Intake/day	16.7	12.7	0.0	0.0	0.0	0.0	0.1	0.0	0.2	29.8
	Average Outcome/day	16.2	10.0	0.1	0.0	0.0	0.0	0.1	0.0	0.2	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	0.1	0.0	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

**MEMORANDUM**

**To:** Animal Service Center of the Mesilla Valley Board of Supervisors  
**From:** Maria Villa, Accounting Manager **Initials:** *M. Villa*  
**Date:** August 8, 2018 **File #:**  
**F18-231**  
**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 *WJS*  
CC: Amador Espinosa, Financial Reporting Analyst *AE*

**Initials:**

**Animal Service Center of the Mesilla Valley**  
**Statement of Net Position**  
**July 31, 2018 (Unaudited)**

	<u>Fund 7440</u> <u>General Fund</u>	<u>Fund 7441</u> <u>Capital Projects</u>	<u>Fund 9440</u> <u>Capital Assets</u>	<u>Statement</u> <u>of</u> <u>Net Position</u>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & investments	\$ 728,882	\$ 1,130,259	\$ -	\$ 1,859,141
Accounts receivable	-	92	-	92
<b>Total Current Assets</b>	<u>728,882</u>	<u>1,130,351</u>	<u>-</u>	<u>1,859,233</u>
<b>Capital Assets</b>				
Equipment, net of accum depr	-	-	265,991	265,991
<b>Total Capital Assets</b>	<u>-</u>	<u>-</u>	<u>265,991</u>	<u>265,991</u>
<b>Total Assets</b>	<u>\$ 728,882</u>	<u>\$ 1,130,351</u>	<u>\$ 265,991</u>	<u>\$ 2,125,224</u>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts payable	\$ 489	\$ -	\$ -	\$ 489
Accrued Wages Payable	-	-	-	-
Accrued payroll liabilities	75,642	-	-	75,642
Revenue Collected in Advance	20,000	115,000	-	135,000
<b>Total Current Liabilities</b>	<u>96,131</u>	<u>115,000</u>	<u>-</u>	<u>211,131</u>
<b>Fund Balance</b>				
Required reserve	248,540	-	-	248,540
Unassigned	384,211	1,015,351	265,991	1,665,553
<b>Total Fund Balance</b>	<u>632,751</u>	<u>1,015,351</u>	<u>265,991</u>	<u>1,914,093</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 728,882</u>	<u>\$ 1,130,351</u>	<u>\$ 265,991</u>	<u>\$ 2,125,224</u>

**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)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Revenues</b>			
Pet licenses CLC	\$ 50,000	\$ 5,234	10.5%
Pet licenses DAC	20,000	1,764	8.8%
Vaccinations	30,000	2,238	7.5%
Pet micro-chip	50,000	2,924	5.8%
Onsite adoptions	60,000	2,632	4.4%
Return to owner-Dona Ana Cou	10,000	1,076	10.8%
Return to owner-City of Las Cru	25,000	1,977	7.9%
Spay/neuter	70,000	5,641	8.1%
Dona Ana County	1,250,000	275,000	22.0%
City of Las Cruces	1,250,000	275,000	22.0%
City of Anthony	3,000	-	0.0%
Donations & memorials	30,000	4,326	14.4%
City of Sunland Park	2,000	-	0.0%
Village of Hatch	200	-	0.0%
Other revenue	23,000	1,885	8.2%
Investment income	17,000	2,694	15.8%
<b>Total revenues</b>	<u><b>2,890,200</b></u>	<u><b>582,391</b></u>	<b>20.2%</b>
<b>Expenditures</b>			
Personnel	1,935,355	100,654	5.2%
Temp agency services	100,000	19,587	19.6%
Repairs and maintenance	45,000	1,424	3.2%
Services	405,000	39,370	9.7%
Supplies	251,500	8,402	3.3%
Insurance	85,129	-	0.0%
Other	69,000	2,382	3.5%
Capital outlay	91,500	-	0.0%
<b>Total expenditures</b>	<u><b>2,982,484</b></u>	<u><b>171,819</b></u>	<b>5.8%</b>
<b>Net income (loss)</b>	<u><b>(92,284)</b></u>	<u><b>410,572</b></u>	
Transfer to capital from operation	<u>-</u>	<u>-</u>	
<b>Net change in fund balance</b>	<u><u><b>\$ (92,284)</b></u></u>	<u><u><b>410,572</b></u></u>	
<b>Beginning Fund Balance</b>		<u>222,178</u>	
<b>Ending Fund Balance</b>		<u><u><b>\$ 632,751</b></u></u>	



## MEMORANDUM

**To:** Animal Service Center of the Mesilla Valley Board of Supervisors  
**From:** Maria Villa, Accounting Manager **Initials:** *M. Villa*  
**Date:** August 8, 2018 **File #:** F18-231  
**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%.

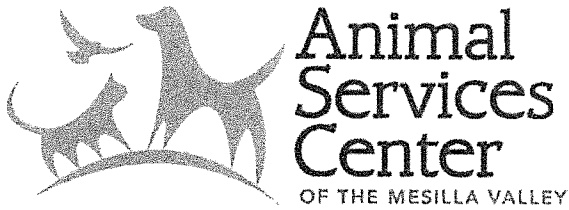
CC: William Studer, Assistant City Manager *WS*  
CC: Amador Espinosa, Financial Reporting Analyst *AE*

**Initials:**



**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
And Changes in Fund Balance  
For the Period Ended July 31, 2018 (Unaudited)**

	<b>General Fund 7440 Actual</b>	<b>Capital Projects 7441 Actual</b>	<b>Fixed Assets 9440 Actual</b>	<b>Total</b>
<b>Revenues</b>				
Pet licenses CLC	\$ 5,234	\$ -	\$ -	\$ 5,234
Pet licenses DAC	1,764	-	-	1,764
Vaccinations	2,238	-	-	2,238
Pet micro-chip	2,924	-	-	2,924
Onsite adoptions	2,632	-	-	2,632
Return to owner-Dona Ana Cou	1,076	-	-	1,076
Return to owner-City of Las Cru	1,977	-	-	1,977
Spay/neuter	5,641	-	-	5,641
Dona Ana County	275,000	-	-	275,000
City of Las Cruces	275,000	-	-	275,000
City of Anthony	-	-	-	-
Donations & memorials	4,326	-	-	4,326
Grant revenue	-	-	-	-
City of Sunland Park	-	-	-	-
Village of Hatch	-	-	-	-
Other revenue	1,885	-	-	1,885
Investment income	2,694	-	-	2,694
<b>Total revenues</b>	<u>582,391</u>	<u>-</u>	<u>-</u>	<u>582,391</u>
<b>Expenditures</b>				
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	-	-	-	-
<b>Total expenditures</b>	<u>171,819</u>	<u>-</u>	<u>-</u>	<u>171,819</u>
Net Operating Income (Loss)	<u>410,572</u>	<u>-</u>	<u>-</u>	<u>410,572</u>
Transfers	-	-	-	-
Net Change in Fund Balance	<u>410,572</u>	<u>-</u>	<u>-</u>	<u>410,572</u>
Net Investment in Capital Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Beginning Fund Balance</b>	<u>222,178</u>	<u>1,015,351</u>	<u>265,991</u>	<u>1,503,520</u>
<b>Ending Fund Balance</b>	<u>\$ 632,751</u>	<u>\$ 1,015,351</u>	<u>\$ 265,991</u>	<u>\$ 1,914,093</u>



*- maddi banks - Testing Free*

**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 9<sup>th</sup>, 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 12<sup>th</sup>, 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**

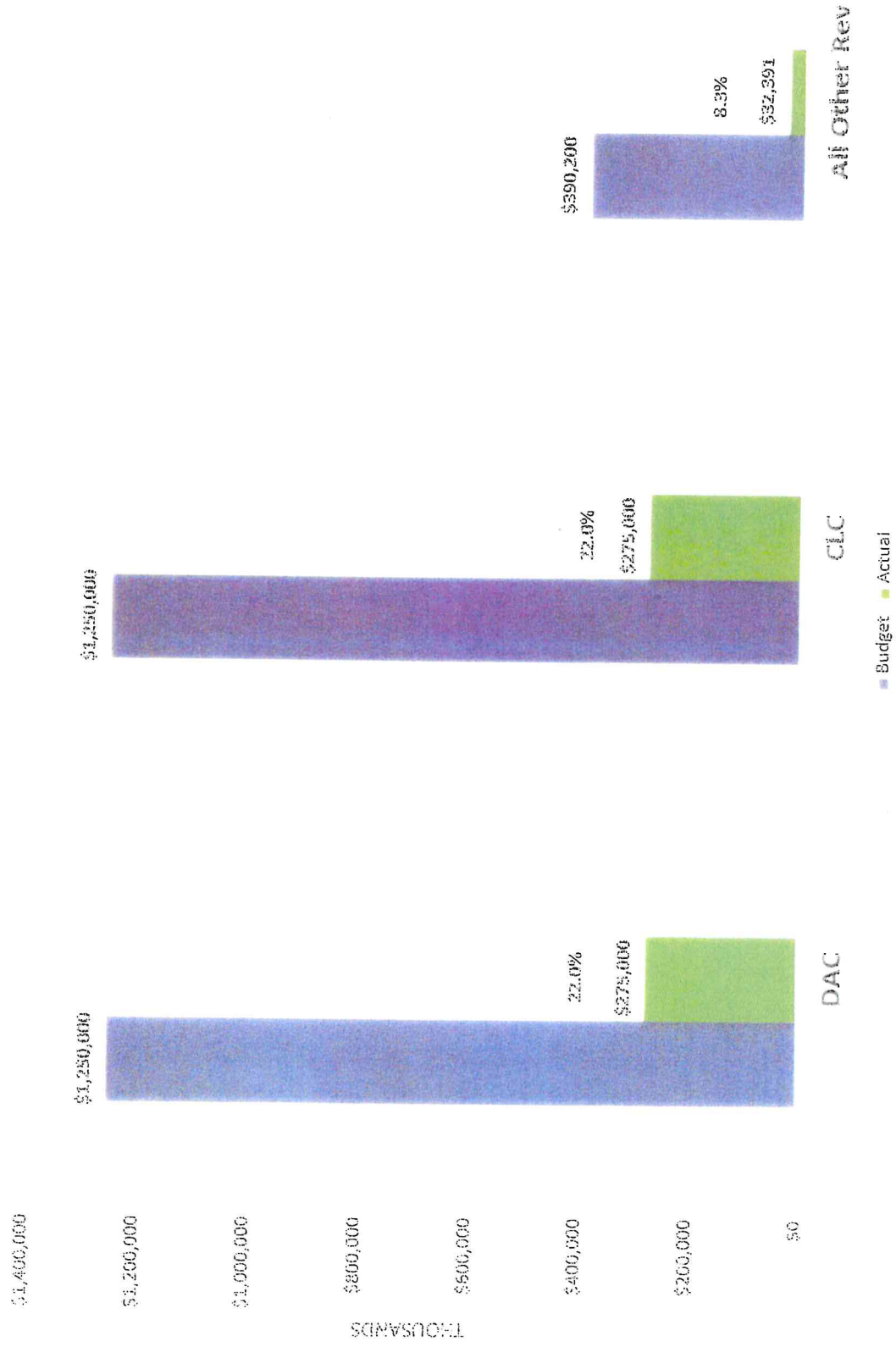
If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at [382-0018/v](tel:382-0018) or [541-2128/tty](tel:541-2128). Posted Dated: August 6, 2018. The agenda is on the web at: [www.ascmv.org](http://www.ascmv.org). Copies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



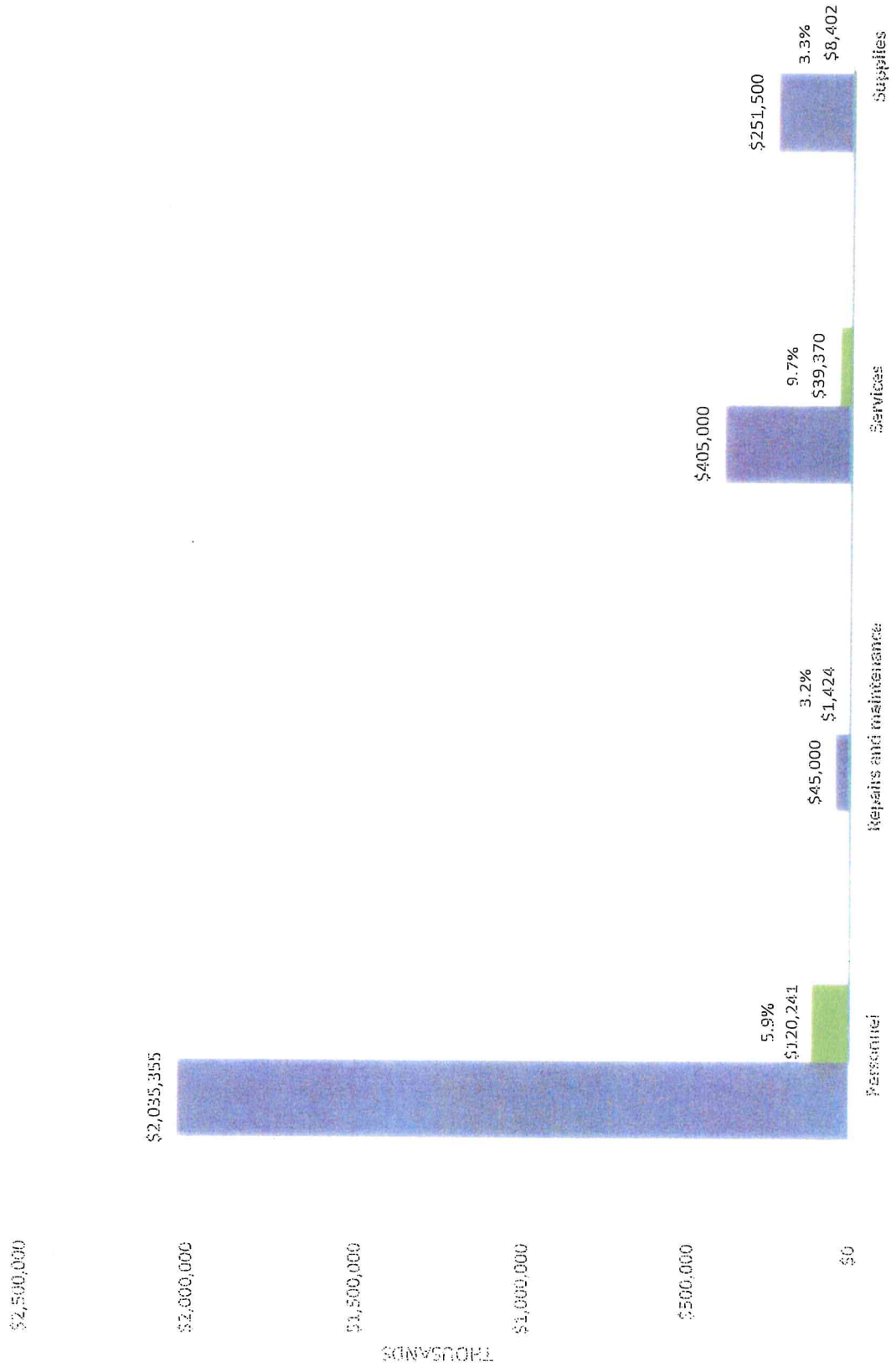
**ASCMV.org**

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Animal Service Center of the Mesilla Valley  
 Annual Budget vs. Actual Year-To-Date  
 July 31, 2018 - Revenues  
 Budget Parameter 8.3%



Animal Service Center of the Mesilla Valley  
 Annual Budget vs. Actual Year-To-Date  
 July 31, 2018 - Expenditures  
 Budget Parameter 8.5%



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

Revenues	Revised Budget	July-18	August-18	September-18	October-18	Total	Actual/Bgt %
Pet licenses CLC	\$ 50,000	\$ 5,234	\$ -	\$ -	-	\$ 5,234	10.5%
Pet licenses DAC	20,000	1,764	-	-	-	1,764	8.8%
Vaccinations	30,000	2,238	-	-	-	2,238	7.5%
Pet micro-chip	50,000	2,924	-	-	-	2,924	5.8%
Onsite adoptions	60,000	2,632	-	-	-	2,632	4.4%
Return to owner-Dona Ana Co	10,000	1,076	-	-	-	1,076	10.8%
Return to owner-City of Las C	25,000	1,977	-	-	-	1,977	7.9%
Spay/neuter	70,000	5,641	-	-	-	5,641	8.1%
Dona Ana County	1,250,000	275,000	-	-	-	275,000	22.0%
City of Las Cruces	1,250,000	275,000	-	-	-	275,000	22.0%
City of Anthony	3,000	-	-	-	-	-	0.0%
Donations & memorials	30,000	4,326	-	-	-	4,326	14.4%
<b>Grant revenue</b>	-	-	-	-	-	-	0.0%
City of Sunland Park	2,000	-	-	-	-	-	0.0%
Village of Hatch	200	-	-	-	-	-	0.0%
Other revenue	23,000	1,885	-	-	-	1,885	8.2%
Investment income	17,000	2,694	-	-	-	2,694	15.8%
<b>Total revenues</b>	<b>2,890,200</b>	<b>582,391</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>582,391</b>	<b>20.2%</b>
<b>Expenditures</b>							
Personnel	1,935,355	100,654	-	-	-	100,654	5.2%
Temp agency services	100,000	19,587	-	-	-	19,588	19.6%
Repairs and maintenance	45,000	1,424	-	-	-	1,424	3.2%
Services	405,000	39,370	-	-	-	39,370	9.7%
Supplies	251,500	8,402	-	-	-	8,402	3.3%
Insurance	85,129	-	-	-	-	-	0.0%
Other	69,000	2,382	-	-	-	2,381	3.5%
Depreciation & amortization	-	-	-	-	-	-	0.0%
Capital outlay	91,500	-	-	-	-	-	0.0%
<b>Total expenditures</b>	<b>2,982,484</b>	<b>171,819</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>171,819</b>	<b>5.8%</b>
<b>Net Operating Income (Loss)</b>	<b>(92,284)</b>	<b>410,572</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>410,572</b>	
Transfers	-	-	-	-	-	-	
<b>Net Change in Fund Balance</b>	<b>\$ (92,284)</b>	<b>\$ 410,572</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 410,572</b>	