



ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

AMENDED 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, July 12, 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 June 14, 2018.
- V. Reports/Presentations**
 - a. City and County ACO Reports – City Animal Control and County Animal Control
 - b. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives – Clint Thacker
 - c. Committees 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. Action Items**
 - a. Resolution 2018-20 – Accept the \$77,000 Petsmart Grant
 - b. Resolution 2018-21 – ASCMV EOY Budget for FY 2018
 - c. Request legal review from City of Las Cruces of possible land donation from DACHS.
 - d. Charge the ASCMV to formulate a management plan for land usage if obtained.
- VII. Public Input**
- VIII. Chair and Board Comments**
- IX. Adjournment**

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **June 14, 2018 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

7 Kasandra Gandara - Chair
8 Jess C. Williams - Vice-Chair
9 Jack Eakman - Board Member
10 Billy Garrett - Board Member
11 Ramon Gonzalez, Board Member
12 Gregory Z. Smith - Board Member
13 David Dollahon - Ex-Officio Member
14

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

16
17 Gandara: Good morning and welcome. I call to order our Animal Services Board
18 meeting. It is 9:01 a.m. And could we all stand for the Pledge of
19 Allegiance? Greg, will you please lead?
20

21 ALL STAND FOR PLEDGE OF ALLEGIANCE.
22

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

24
25 Gandara: Ms. Baum will you please call the roll.

26
27 Baum: Board Member Dollahon.

28
29 Dollahon: Here.

30
31 Baum: Board Member Gonzales.

32
33 Gonzales: Present.

34
35 Baum: Board Member Eakman.

36
37 Eakman: Here.

38
39 Baum: Board Member Garrett.

40
41 Garrett: Here.

42
43 Baum: Board Member Smith.

44
45 Smith: Here.
46

1 Baum: Board Member Williams.

2

3 Williams: Here.

4

5 Baum: Chairperson Gandara.

6

7 Gandara: Here. And I determine there's a quorum.

8

9 **III. Changes to Agenda and Approval of Agenda**

10

11 Gandara: Okay. Next on the agenda, any changes to the agenda?

12

13 Smith: Madam Chair.

14

15 Gandara: Yes.

16

17 Smith: Since we're going to be going into a closed meeting and it might take a
18 while, I'm not sure how long it might take, I would like to suggest that we
19 move items nine and ten to before the closed meeting so that the public
20 doesn't have to wait around until after we're done.

21

22 Gandara: Do we need to ...

23

24 Smith: I'll make that as a motion, Madam Chair.

25

26 Gandara: Okay. Do I have a second?

27

28 Eakman: Second.

29

30 Gandara: Okay. Let the record reflect that Board Member Smith has made the
31 motion and second from Board Member Eakman. Will you please call the
32 roll.

33

34 Baum: Board Member Gonzales.

35

36 Gonzales: Yes.

37

38 Baum: Board Member Eakman.

39

40 Eakman: Yes.

41

42 Baum: Board Member Garrett.

43

44 Garrett: Yes.

45

46 Baum: Board Member Smith.

1
2 Smith: Yes.
3
4 Baum: Board Member Williams.
5
6 Williams: Yes.
7
8 Baum: Chairperson Gandara.
9
10 Gandara: Yes.
11
12 MOTION APPROVED UNANIMOUSLY.
13
14 Eakman: Madam Chair.
15
16 Gandara: Yes, Board Member Eakman.
17
18 Eakman: I would also like to have a change to the agenda, if we could.
19
20 Gandara: Okay.
21
22 Eakman: I would like to combine action items E, F, G, and H since we are only
23 doing them for a perfunctory cause, they've already been budgeted;
24 they're already fully approved by this Board. I would like to combine those
25 and make a single motion for all four.
26
27 Gandara: Do I have a second?
28
29 Garrett: Second.
30
31 Gandara: Ms. Baum will you please call the roll.
32
33 Baum: Board Member Gonzales.
34
35 Gonzales: Yes.
36
37 Baum: Board Member Eakman.
38
39 Eakman: Yes.
40
41 Baum: Board Member Garrett.
42
43 Garrett: Yes.
44
45 Baum: Board Member Smith.
46

1 Smith: Assuming that this can be done without any other issues, yes.
2
3 Baum: Board Member Williams.
4
5 Williams: Yes.
6
7 Baum: Chairperson Gandara.
8
9 Gandara: Yes.
10
11 MOTION APPROVED UNANIMOUSLY.
12
13 Gandara: Okay. So with the changes of moving nine and ten before the closed
14 session and incorporating E through H, do I have an approval of the
15 agenda?
16
17 Eakman: So moved.
18
19 Smith: Second.
20
21 Gandara: Okay.
22
23 Baum: Board Member Gonzales.
24
25 Gonzales: Yes.
26
27 Baum: Board Member Eakman.
28
29 Eakman: Yes.
30
31 Baum: Board Member Garrett.
32
33 Garrett: Yes.
34
35 Baum: Board Member Smith.
36
37 Smith: Yes.
38
39 Baum: Board Member Williams.
40
41 Williams: Yes.
42
43 Baum: Chairperson Gandara.
44
45 Gandara: Yes.
46

1 MOTION APPROVED UNANIMOUSLY.

2
3 **IV. Minutes**

4
5 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**
6 **May 10, 2018**

7
8 Gandara: Next on our agenda is the minutes. Do I have an approval of the minutes
9 from regular Board meeting held May 10, 2018?

10
11 Gonzales: So moved.

12
13 Eakman: Second.

14
15 Gandara: Thank you.

16
17 Baum: Board Member Gonzales.

18
19 Gonzales: Yes.

20
21 Baum: Board Member Eakman.

22
23 Eakman: Yes.

24
25 Baum: Board Member Garrett.

26
27 Garrett: Yes.

28
29 Baum: Board Member Smith.

30
31 Smith: Yes.

32
33 Baum: Board Member Williams.

34
35 Williams: Yes.

36
37 Baum: Chairperson Gandara.

38
39 Gandara: Yes.

40
41 MOTION APPROVED UNANIMOUSLY.

42
43 **V. Reports/Presentations**

44
45 **A. City and County ACO Reports - City and County Animal Control**
46

1 Gandara: We are just moving right along. Reports and presentations. City and
2 County ACOs. I see both of you here. Thank you for coming. Who will
3 go first?
4

5 Ward: Good morning Chair, Councilmen, Board Members, Commissioners.
6 Mary Lou Ward, Supervisor for Dona Ana County. And I apologize for not
7 having anything on a jump drive this morning, but I did provide a copy for
8 everyone present. So if you look at your copy, I will just report.
9 Our return to owners for the month of May was 116 for that. Our
10 scanned animals were 227. Our total calls were 1,152 and our
11 unrestrained animals were 344. So our year-to-date so far was 671
12 animals that we've returned on year-to-date so far for the county.
13 And with me present, you all have met him before because we've
14 showcased him before for returning the most amount of animals for our
15 department for the month, and again this month is Officer Ray Adams. He
16 returned the most again this month with 26 animals for our department.
17 So I'd like to say "Congratulations!" to Ray. He will, later on this afternoon
18 in our staff meeting, get a congratulations and get an award for that as
19 well. So thank you.
20

21 Gandara: Officer Ray, good job. Thank you so much for all your work. Much
22 appreciated.
23

24 Ward: So any questions?
25

26 Gonzales: Yes.
27

28 Gandara: Board Member, yes.
29

30 Gonzales: Where's your area, Ray?
31

32 Adams: All over the County, sir.
33

34 Gonzales: The whole County?
35

36 Adams: The whole County, sir.
37

38 Gonzales: Oh, okay. Thank you. Congratulations.
39

40 Adams: You're welcome. Thank you.
41

42 Gandara: Anybody else on the Board? Okay. Thank you so much, Mary Lou.
43

44 Ward: Thank you.
45

46 Gandara: And Ray.

1
2 Ward: Thank you.
3
4 Adams: Thank you, ma'am.
5
6 Gandara: Gino. Hello.
7
8 Jimenez: Good morning, ma'am.
9
10 Gandara: Good morning. Hi.
11
12 Jimenez: Madam Chair, Members of the Board. My name is Gino Jimenez. I'm the
13 Supervisor for City Animal Control. Before I present you with my
14 numbers, I would like to introduce to you Katherine Provost and Nigel
15 Boyd. They are new employees. Today as a matter of fact is their first
16 official day with us. They went through the in-processing or orientation
17 with the City Monday, Tuesday, Wednesday. So I took this opportunity so
18 that they could get a little bit of exposure at an early start of how City
19 government works and allow them to introduce themselves if they choose,
20 or it's up to you. I'm not going to put you on the spot.
21
22 Provost: So I am Katherine Provost ...
23
24 Jimenez: Let's come ...
25
26 Provost: New Animal Control Officer ...
27
28 Gandara: Will you please come to the microphone and state your name?
29
30 Provost: I am Katherine Provost and with Animal Control Las Cruces.
31
32 Gandara: Welcome Katherine.
33
34 Provost: Thank you.
35
36 Boyd: Good morning. I am Nigel Boyd and I am also the new Animal Control
37 Officer.
38
39 Gandara: Nigel. We appreciate you both and welcome and good luck.
40
41 Boyd: Thank you.
42
43 Munoz: I know it's kind of nervous, you know if you've never been up here. So our
44 numbers for May 2018: We had a total of 494 reported strays. Of those,
45 232 were GOA meaning the officers did not have contact with them. We
46 did impound 214; 108 were dogs, 106 were cats. We were unsuccessful

1 in returning 19 of those, meaning we impounded them. The dog owners/
2 animal owners were not home for whatever reason, or they refused to take
3 custody of the animal. And we were successful in 48 field RTOs.

4 So for 2018, here are our numbers. Again, we are very, very
5 consistent. You can see there, our little grouping right there, 494 for this
6 month.

7 And here is our fiscal year field RTOs. Again 48 compared to 46
8 from last month. Again real consistent.

9 And here is our four-year comparison. I did a little bit of research.
10 That spike that you see in 2017, the 113. I believe that's when we had to,
11 we field RTO'd 60 goats. The City contractor uses goats to do some weed
12 eradication, they got out and those are the 60 that we returned to him. So
13 that's why that number spiked so much on that month.

14 And that's the end of my report. I will stand for any questions.

15
16 Gandara: Board Member Eakman.

17
18 Eakman: Thank you Madam Chair.

19
20 Jimenez: I'm sorry sir. Let me ...

21
22 Eakman: Thank you Madam Chair. I'm curious on the 214 strays in the month of
23 May. How many could be identified by chip or license?

24
25 Jimenez: I would have to do some research on that one, sir. I don't know that
26 number right off the top of my head.

27
28 Eakman: To me, that's one of our key factors in this whole enterprise. I would be
29 very interested in that number, if we could track that in the future.

30
31 Jimenez: Absolutely.

32
33 Eakman: Thank you.

34
35 Gandara: Thank you Board Member Eakman. Anybody else on the Board? Okay,
36 thank you Gino. Appreciate that.

37
38 Jimenez: You're welcome.

39
40 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives**
41 **- Clint Thacker**

42
43 Gandara: Next is our shelter statistics and activities, educational, spay and neuter
44 initiatives. Mr. Thacker.

45

1 Thacker: Madam Chair, Board Members. Thank you. Good morning. It is morning,
2 right? While this is loading, I want to take again, some personal time or
3 moment here. First of all I was just notified by my loving wife who's still in
4 Utah that all the kids are sitting around the computer watching. So I want
5 to say "Hi" to all of them and thank them for their love and support as we
6 go through this.

7 I also want to take some time, in the month of May I was gone for a
8 significant amount of time and I wanted to go over some reasons of why I
9 was gone and how those impact the Center that we're at. So in the
10 beginning week, I believe it was the beginning week of May, several
11 weeks before, or several months before that, the Animal Control
12 Association in Alaska requested that the National Animal Care and Control
13 Association come and do a presentation and help them form an
14 association up there of Animal Care and Control Officers. So I have been
15 on the Board of Directors for the National Animal Care and Control
16 Association for six years. This is my third term that I'm on and I was
17 selected as my peers on that Board to be the Secretary of that board. I
18 love the National Animal Care and Control Association. We've been in the
19 midst of a lot of change and we continue to do so. This position was, I did
20 let the board know that upon my hiring, when we were talking about
21 contracts, and the board was very gracious, says, "We'll support you
22 100%." So some of the questions that have come up of that is, "What
23 money does the ASCMV spend for me to go and do these?" And the
24 answer is, "Zero." The National Animal Care and Control Association
25 pays my per diem, they pay for all my travel flights, they pay for the hotel
26 stays, my food, everything is paid for. So the only thing the ASCMV might
27 be out is my supervision. However, I would not be going and doing these
28 things if I did not have incredible people there at the Animal Services
29 Center that are more than capable of taking on those duties temporarily,
30 and by that I mean our new Medical Director, Dr. Baiz, and also Bernice,
31 and also Paul who have taken the reins in the past as the Interim Directors
32 and I appreciate them very much.

33 Then there's also the complaint, "Well, you did go and you spent
34 some personal time in Alaska." I did. On Saturday I went fishing in
35 Alaska. I felt like it was appropriate. It was on a Saturday and I came
36 home on a Sunday and I was back to work on a Monday. So I just want to
37 let the Board know there was zero cost to the Center. You did not pay for
38 me to go fishing. I paid for that personally. So we were able to make
39 great connections there. Now, the National Animal Care and Control
40 Association, being a board member puts me in a position where I am able
41 to meet hundreds of different Animal Control Officers and also Directors all
42 across the nation that have similar problems, and surprisingly enough,
43 some are very different as well. And we're able to talk about those, and
44 one thing that I talked with another individual there in Alaska, are some
45 things that I've already brought up with the Executive Committee, and that
46 has to do with some of the fees at the Animal Center. So the value of

1 getting that networking is, you can't put a number on it, on some of those
2 things, and so I appreciate the Board's backing on that.

3 And then, towards the end of May I was on a personal matter for
4 myself and my family. I was subpoenaed to a court case. So I had no
5 option, I had to go, subpoenaed to a court case in Utah. And that was for
6 the continuing adoption process of the two little girls that we're trying to
7 adopt at home. So a lot of people saw that as a vacation. I'm saying "a
8 lot of people," there's been some murmuring in the public of, "Is he really
9 dedicated to it? He's going home a lot." So that was one reason why, is
10 because of that subpoena. And while I was there I did take Friday off so I
11 could spend the extra-long weekend with the family and then I came
12 home, Monday was Labor Day or Memorial Day, and I came home on that
13 day. So I hope that the Board can see that I am committed to the job.
14 However, I have to walk on a balance beam as far as home is in Utah, or
15 my family's in Utah and my work is here. I do go home on average about
16 every other weekend. I leave Friday around noon. I get to Utah around
17 1:00 in the morning and then I spend Saturday and then I leave Sunday
18 around noon, and I get home around 1:00 in the morning again, and I'm
19 back to work on Monday. And I work all week. And again, that's about on
20 every other weekend I go home. The Board was aware of that when, my
21 dedication to my family upon hiring. So I am claiming that time as
22 vacation time going forward. So I just want you to know and also the
23 public that are here, is that I'm 100% committed to this work, but also I'm
24 100% committed to my family. As those proceedings for adoptions
25 continue to go forth, we have made great strides here. We put an offer on
26 a house here in Las Cruces. It was accepted as long as our house sells in
27 Utah, so it's a contingency offer. Our house in Utah is going on the market
28 tomorrow and the market is very strong there, so with all things going well,
29 hopefully by the end of the month we'll have something in place, in writing,
30 and that would be the first step of getting the family together. But
31 according to the state laws we cannot, if we lose our residency in Utah, we
32 can't adopt the babies, so that's why my wife and kids are staying there.
33 My older two boys are going to be living with me in July, so they'll be
34 coming down, so that will help out a lot, something to do. But that's just an
35 update for my life, this craziness called the Thackers, and thank you for
36 entertaining that as I talk about it. Any questions as far as that?

37
38 Gandara: Board Member Smith.

39
40 Smith: Thank you Madam Chair. Board Member Gonzales and I were both in
41 Washington, DC last week, and as long as we're talking about taking time
42 to do things, certainly while there, I don't know about Board Member
43 Gonzales but I know that I took some time in between some of the
44 meetings and when there was time in between to do some things I wanted
45 to do that weren't necessarily on the agenda, so I don't think we can fault
46 you for going fishing in Alaska, and I did live in Anchorage as a child so I

1 know there's some beautiful country up there. Just wanted to make that
2 point. Thank you Madam Chair.

3
4 Gandara: Thank you Board Member Smith. I appreciate the information, Clint, and
5 your dedication to both family and this office, this position. I want to say
6 publicly "Hello" to your family, welcome. We are very encouraged with
7 your husband and father's work and we very much appreciate you
8 allowing him to be here and help us through this, so thank you.

9
10 Thacker: Thank you.

11
12 Eakman: Madam Chair. One more comment if I might.

13
14 Gandara: Board Member Eakman. Of course.

15
16 Eakman: Had it been me in Alaska on a trip like that, and had I not gone fishing on
17 a Saturday, my constituents would wonder about my mental balance. And
18 so I see absolutely no fault in that. Thank you.

19
20 Gandara: Thank you Board Member Eakman.

21
22 Thacker: Thank you very much, Board.

23 So the April intake for 2018, again as a reminder, these reports are
24 two months behind because it takes us a few, we're getting better but it
25 takes us some time to get those numbers together, so that's why they're
26 two months behind, because we want to be sure that April's completely in
27 the system, all things taken out. So the total impounds: The City was 369
28 and Dona Ana County was 425, and those numbers may be different from
29 what our ACO, Gino, presented and that's because his was one month
30 and ours is two months behind, smaller, 38 from Anthony. Grand total of
31 837 intake.

32 Our outcomes: Adoptions 143, reclaimed 109, rescued is 381,
33 euthanized is 61, and live release rate is 91.2. So we are ecstatic about
34 that number in April. I do want to, on the slide coming up they're showing
35 May numbers. They are pretty high for some of those, and we'll talk about
36 that in a second. The licensing totals for the month is 452. Again we are
37 unable to pull out what's new and what are renewals on that.

38 Okay so for our May numbers: The live release rate is 81.6 and
39 that took a big dive because of, the biggest reason, and it sounds bad to
40 put it this way, is Dr. Baiz. And the reason why is because she's come in
41 and she's identified several animals, several sicknesses, that clinical signs
42 that we weren't really sure of. And it would just be, it's not to the best
43 health of the animal and it's not to the best health of us of having that
44 animal there. She's very sensitive to euthanizing. I don't want you to think
45 that she's going through and pointing fingers and, it's a discussion that the
46 managers and us usually have. So I do believe that as the euthanasia

1 numbers and then they're going to go down and settle down after this, the
2 hump of finding these animals that it will settle out and our facility is
3 healthier because of it, and the animals that we're getting out to the public
4 are healthier because of it.

5
6 Williams: Madam Chair.

7
8 Gandara: Yes Vice-Chair Jess Williams.

9
10 Williams: Clint. As we're looking at the numbers euthanized, this is the question I
11 ask every time. Are any of those court ordered?
12

13 Thacker: Not that I know of.

14
15 Williams: Okay. Thank you.

16
17 Thacker: Now some information on volunteers. So our Volunteer Coordinator,
18 Dominique Clark, I've actually granted her some time off. For several
19 years going through high school and also college, she participates in a
20 program where she trains individuals with learning disabilities how to ride
21 a bike. It sounds like a simple thing to all of us but some of these things, a
22 simple task like that to individuals with learning disabilities is very, very
23 complicated. So I have granted her, it was a lengthy time off for the whole
24 month of June and then parts of July. However, she continues to do what
25 she can. She sends e-mails out but I believe she's in, is it Kansas? We
26 have no, we're not sure where Dominique is right now. However, she's
27 doing great work. So that's why you have me here and not her explaining
28 that to you.

29 We continue to do some great offsite adoptions. Sportsman's
30 Warehouse continues to be very successful and also does the Wal-Mart
31 and Pitre KIA that we're very excited for. So volunteer hours, a total of
32 364 is the May and the total volunteers that came was 235 the count as of
33 just the other day. And you can see some of the other off-sites, again,
34 PetSmart and Sportsman's Warehouse continue to be very successful.

35 Our photography teams continue to do a very good job of getting
36 quality photos of our animals that we can put online and also we put in the
37 Pet of the Week, so those great pictures that you see there.

38 There are 27 families that have 54 animals in fosters and surrender
39 to foster, and that's a program where people come to the shelter and say,
40 "I need to surrender this animal to the shelter. We can't have it anymore."
41 And we say, "Well can you hold onto it until we contact you to bring the
42 animal in so we have the right care?" They also bring their animals to the
43 offsites and place them up for adoption there, and then they take them
44 back to their house. And that's five families with six animals. It's a
45 program that we do push a lot. However, when somebody comes in says
46 they need to get rid of an animal it's usually, why the number's low is

1 because it's usually they need it gone right then. So we continue to
2 encourage that program. Here are some of our dogs that were in the
3 month of May, May was for mothers.

4 We had over 2,400 people come to the shelter in May. The total in
5 the adoptions is 1,146 and in the reclaim or intake office was 1,306 and
6 the various reasons why they came in.

7 We continue to be on radio stations for the outreach. Advertising
8 campaign continues to be successful. Our Dog'Cruces magazine ads, I
9 believe in this last one we had an article that they asked me to write
10 welcoming me in. I was able to do that, get some pictures of some staff in
11 there, had a fun time. The classifieds and also the senior program
12 through DACHS, we appreciate working with them as well. And we had
13 one dog and seven cats go through that program. And that senior
14 program is one where if you qualify as a senior citizen then DACHS, is
15 what "DACHS" stands for, they will pay a portion of your adoption fees for
16 that.

17 Spay and neuters: Currently now we have 179 animals in the
18 foster to adopt program. That number is down just a little bit and I
19 continue to go down as we have our in-house sterilizations continue to
20 improve. And the foster to adopt program for those that don't know is a
21 simple program where you can come and adopt an animal. If it's not
22 sterilized yet, that animal can go into your home and you bring it back for
23 that. We did have, it was around, I want to say about 65 foster to adopt
24 that were in severe noncompliance, had been out there for a long time.
25 Some of them were from 2016. So we sent a letter to the last known
26 address and we had all but 11 come back through and finish to get
27 sterilized. This program does have some errors in it because the animals
28 are going out unsterilized. And so that could mean that puppies are being
29 born left and right. So we really want to get that number down and to be
30 gone, is what we would really like to get to the point to. But those
31 continued ones that are in noncompliance, we're going to work with
32 Animal Control to get those, see if we can get an officer to visit them about
33 licensing.

34 As far as surgeries in May, we had 64 the general public, five are
35 Uncaged, Cherished K-9 four, APA grant we did 22, and then Community
36 Cat Program we did 59. Total surgeries is 306 for the month of May. And
37 the list on the right I like to see because in the past those animals may
38 have been euthanized and you can see that. But with having the
39 veterinarians that are willing to do more than just spay and neuter and
40 also rescue groups that are willing to help pay for these things, we're able
41 to get more animals that, you know a mass removal. That doesn't sound
42 like a lot but it takes, it's a lot of money to pay for, if you ever had an
43 animal that's had a mass removed. And we're able to do that, either
44 through a veterinarian and supply those funds, or there at our facility. And
45 leg amputations we do there at the facility and a lot of times it's better for
46 that animal to lose the leg and have a quality of life, rather than it is just to

1 be euthanized because that leg is damaged. So we're grateful that our
2 staff is thinking that way instead of thinking that euthanasia's the first, best
3 way to go.

4 There's some love that our animals give and also receive. And
5 that's all we have. Any questions?

6
7 Gandara: Any questions from the Board? Yes, Board Member Eakman.

8
9 Eakman: Yes Madam Chair. And Mr. Thacker, I don't have a question. I would like
10 to compliment you on the article in the Sun News last week about the
11 benefits of adopting. The emotion there and the heartfelt attitude really
12 came through to me.

13
14 Thacker: Good.

15
16 Eakman: And so I congratulate you on that. I hope it was quite effective. Thanks.

17
18 Thacker: Thank you.

19
20 Gandara: Thank you Board Member Eakman. Board Member Gonzales.

21
22 Gonzales: Mr. Thacker. When you put your dogs in kennels, are they a mix of a
23 female and male?

24
25 Thacker: Yes they are. And the reason of that is due to the space issue. We don't
26 have the luxury of having enough kennels there where we can put all
27 males and all females together. Another reason is with intact males being
28 put together causes significant issues with fighting and so we do have to
29 have them males and females.

30
31 Gonzales: Thank you.

32
33 Gandara: Thank you Board Member Gonzales. Anybody else on the Board? Okay.
34 Thank you Mr. Thacker.

35
36 Thacker: No problem. Thank you.

37
38 Gandara: Appreciate the thoroughness of the report.

39 40 **C. Committee Reports**

41 42 **1. Finance - David Dollahon, Committee Chair**

43
44 Gandara: I believe it's finance, Mr. Dollahon and, hello, Mr. Saffell. Yes. Thank you.
45

1 Saffell: Good morning Madam Chair, Members of the Board. My name is Josh
2 Saffell and on behalf of the Finance Department I'd like to present the
3 unaudited financials as of May 2018. Sorry about that, a little technical
4 difficulty.

5 So on the balance sheet, which is, if you're following along on your
6 copy of the financials this is going to be page 1, Statement of Net Position.
7 Here we see that the General Fund is showing about \$250,000 in cash
8 and there's a receivable of \$1,750. That receivable was billing made to
9 the City of Anthony and from what I understand that was paid early in this
10 month of June. But as of the end of May it was outstanding of \$1,750.
11 There is a liability in the General Fund of about \$84,000 and fund balance
12 is at about \$170,000.

13 In Operations, this is going to be page 2, the Statement of
14 Revenues, Expenditures, and Changes in Fund Balance, we can see that
15 the General Fund is showing about \$1.98 million in revenue and \$2.3
16 million in expenditure giving us a net loss of \$298,000. Also we see that
17 total revenues are at 89.1% of budget and the total expenditures are at
18 92.2% of budget. Our budget target for the period was 91.7% so we see
19 expenses were a little high. Here we show actual revenues compared to
20 the budget. Actual revenue of \$1.98 million was mainly due to Dona Ana
21 and City contributions as per the Joint Powers Agreement. In the
22 expenditure comparison we can see that actually the majority of
23 expenditure categories were below that 91.7%. However, the one that
24 was above was our personnel which is a rather large portion of our
25 expense, which is why that was so high. In our capital projects, our
26 Capital Project Fund shows cash of \$560,000 and a receivable of \$4,000
27 which is due to a grant billing submitted to DFA. We had submitted a
28 billing prior of \$32,000 I believe, and they paid the majority of that but
29 there was a small error that was made and so we have to resubmit for that
30 other \$4,000 so that's what that is.

31 So this concludes the May financial report. Are there any
32 questions?
33

34 Gandara: Thank you Mr. Saffell. Any questions of the Board? I don't see any.
35 Thank you. Hello Mr. Dollahon.
36

37 Dollahon: Madam Chair, Members of the Board. Good morning. Just to supplement
38 a few things that Josh is not required to cover in the financial report
39 because they fall to me, you'll notice there's item C under the action items
40 related to an amendment to the contract. That's a discussion I will present
41 to you and it has reasons to do with the City's fiscal agency responsibility.
42 So that's one item. And then items E through H, I'll make a note to myself
43 and to Finance staff for next year's budget adoption as we adopt the
44 budget that we will include a schedule of employees both new and existing
45 as part of the budget process so we can avoid that in the future. I didn't
46 realize that was going to be an issue but it's been a while since we've

1 added new positions so we're working through that. But that should be
2 addressed next year's through any budget process that we should be
3 providing you with a schedule of employees, both existing and new. So I
4 would like to have said that we should've avoided items E through H but,
5 and we could've done it under one resolution but you're going to act on
6 them together, so we can address that in the future.

7 The only other change is for the members of the ASCMV Finance
8 Committee, due to conflicts that I can't avoid, the June meeting has been
9 moved from the 19th to the 26th and I know that presents some slight
10 difficulties with Commissioner Garrett. However we're pushing it back to
11 2:30 in the afternoon on that day and I'm working on getting it rescheduled
12 so hopefully we can avoid some conflict. So that meeting's going to be the
13 26th at 2:30. So with that I stand for questions Madam Chair and
14 Members of the Board.

15
16 Gandara: Thank you Mr. Dollahon. Any questions from the Board? Seeing none,
17 appreciate that.

18 **2. Executive / Facilities**

19
20
21 Gandara: Next on the agenda is committee reports. Did you give your finance
22 report, Mr. Dollahon, at that, that was it. Okay. Thank you. Just
23 checking. Next is the executive meeting. We met last Friday and we
24 discussed building the agenda, discussing the resolutions that we're going
25 to be putting forward, Mr. Thacker's report and what it would include, and
26 I'd like to combine the facilities meeting because Board Member Smith
27 was unable to attend, and we met to discuss what is happening in the
28 facilities. There is a report that has been done capturing the issues of the
29 facilities, who's responsible. Mr. Thacker, would you like to speak to that?

30
31 Thacker: Thank you Madam Chair. Yes. Several months ago we had a walk-
32 through of department directors walked through the facility there at the
33 Center and we did pages of information of items that needed to be
34 corrected and we gave them priorities. There have been repeated
35 requests from the public on how they can see this information and get
36 updates on that. So in our facilities meeting what we decided to do was to
37 put that online. I have met with the individuals that are in charge of our
38 website. We are going to be placing that, hopefully she said that no
39 problem having it at the end of the month at the very, very latest will that
40 be on our website. They can see what the issue was, they'll be able to
41 see the priority, and they'll be able to see how it was solved and taken
42 care of. Also I want to point out that anybody any time is welcome to
43 come through the Animal Services Center. You can either drop in, then
44 you'll be at the mercy of my schedule, or you can call and make an
45 appointment and I would love to sit down and meet with you and we can
46 walk through the shelter and I'll show you those. I mean we don't, the

1 Center is what it is and we continue to make improvements on that. So I
2 think that making this public this way that we can get people to go to the
3 website, see what it's all about, visit that, see the issues that are there and
4 also how they continue to be improved is a great resource for that.

5
6 Gandara: Thank you Mr. Thacker. We've also agreed that there'll be some dialogue
7 with City staff, Mr. Dollahon and facilities, Eric Martin and others to sort of
8 come up with a time frame as it relates to those priorities. Some of those
9 priorities have been extended if you will in that because of the reconstruct
10 ...

11
12 Thacker: Remodel.

13
14 Gandara: The remodel, thank you, of our facility. And so in the spirit of transparency
15 we hope that that will show folks really up-front what it is that we are
16 working on and with a time frame attached to it. Any questions of the
17 Board? Yes Board Member Smith.

18
19 Smith: Thank you Madam Chair, and I appreciate you taking on the report for
20 facilities. I'm sorry I wasn't able to make it. You also pointed out that we
21 have the bids out on the remodel for the facility and City Architect Tomas
22 Mendez is here. So I'm assuming he'll raise his hand if there's something
23 else that needs to be added at this point, but I think that's exciting that
24 that's moving forward and certainly other discussions including the GO
25 Bond which I hope will be publicized greatly as far as the City then
26 including in that GO Bond I think \$9 million, \$9.8 million for the
27 construction of a new facility or at least additional, huge additions to the
28 current one. So I think that's something that we need to make sure the
29 public knows about between now and when the votes need to come in on
30 August 21st. Thank you Madam Chair.

31
32 Gandara: Thank you Board Member Smith. Board Member Dollahon.

33
34 Dollahon: Madam Chair, Members of the Board. Just related to what Mr. Thacker
35 talked about related to the walk-through, that was not special to Animal
36 Services Center. That was a practice that we implemented for all City
37 facilities, City-owned or City-occupied or City-leased. We knew that there
38 were issues, where they're going to be ongoing issues. Some are being
39 delayed because of the pending construction project, because it doesn't
40 make sense for us to do work that's going to be resolved through the
41 construction project. So that is a standard practice. It was not called out
42 by the Animal Services Center or by the public. It was just the City
43 implementing a standard practice and we prioritized facilities that we were
44 walking through. The City has over 100 buildings that we're responsible
45 for. Our priorities are for those that are occupied and accessible to the
46 public first, and then occupied by staff only, second. And so Animal

1 Services Center is one of those priority areas because we do have a great
2 number of members of the public walking through. We are looking on a
3 schedule that our turnaround time for most items, most repairs are minor,
4 is through our updated procedure which I just signed off on last week, is
5 that once we do a walk-through that we should be able to have most
6 repairs completed within a month to a month and a half. That doesn't
7 mean that delays and other things aren't going to cause us problems, and
8 there are Capital Improvement items that were not previously identified
9 that need to get on a Capital Improvement list with all of our facilities. So
10 it is very much a work in progress, but it had nothing to do specifically with
11 the shelter, but it had to do with the City trying to improve its practices on
12 how we maintain and care for our facilities.

13
14 Gandara: Thank you Mr. Dollahon. Any other Board comments at this point? Mr.
15 Mendez, do you have any additional things to add to our facilities report?

16
17 Mendez: If there are any questions that come up, Madam Chair, Tomas Mendez for
18 the record, I'd be happy to discuss them, when that item comes up for
19 consideration here in a few minutes, I assume. That be okay?

20
21 Gandara: That'll be fine. Thank you Mr. Mendez.

22
23 Mendez: All right. Thank you.

24
25 Gandara: Next on our agenda is the Zero in Seven update. Sorry, Mr. Thacker.

26
27 Thacker: I do have one more thing.

28
29 Gandara: Yes.

30
31 Thacker: I'd like to make a soft announcement if I can to inform the Board that the
32 Animal Services Center of the Mesilla Valley has been awarded a \$77,000
33 grant from PetSmart Charities. This grant is going to be used, with
34 cooperation with the City, the City is going to tear down that house that is,
35 we use as an infirmary. That amount has been budgeted in the upcoming
36 budget so the City will demolish and remove that house and then the
37 \$77,000 grant is going to be used to pour cement pad and also to
38 purchase kennels for that infirmary. There'll be 40 kennels in total. This is
39 a place where we'll be able to house the animals that need to be outside,
40 in fresh air, have greater care for them, control a little bit more of that
41 disease factor a lot better than what the house is currently doing, and
42 remove, it really kind of goes into the "eyesore" category of that. So we're
43 very excited, we're ecstatic. A press release is going to be going out.
44 With the grant there's a whole list of things that have to be done in an
45 announcement such as this, so I've submitted a press release to
46 PetSmart, just waiting to hear back from a quote that they want to put in

1 there. But I just want to let the Board know that officially we were awarded
2 that as of yesterday, so we're very excited about that.

3
4 Gandara: Very exciting. Thank you for that reminder. Very exciting. Any
5 comments? Okay.

6 7 **D. Zero in 7 Update**

8
9 Gandara: Zero in Seven update. Hello. Welcome. Please state your name for the
10 record.

11
12 Snow: Hi. I'm Rachel Snow. I'm with the Spay/Neuter Action Program and so I
13 was asked to do the thing this morning, yes. To do the PowerPoint this
14 morning. I'm not sure which one I am though. This one? Yes. And I'm
15 good after that. Thanks. So I'm new to SNAP and I am the Volunteer and
16 Outreach Coordinator and Rick Hahn said nobody else wanted to do this
17 so I get to do it right, this morning. And the PowerPoint got dropped in my
18 lap yesterday so we're going to make this really quick, guys.

19 You all know what the Coalition is, you know how it works, and the
20 meeting in May, which I didn't go to, discussed the bond issue for the new
21 animals shelter facility. The project continues, creates a new stray and
22 animal adoption center along with administration offices, the PetSmart
23 TNR Grant update and the community outreach.

24 And so the up-and-coming events include June 1st at the Las
25 Cruces Community Center they're doing "Legally Blonde" and one of
26 SHAS' dogs, Cruiser whose actual real name is Bruiser, is starring in it,
27 guys, so go see it. The APA is doing a wash and nail trim at the Tractor
28 Supply. SHAS is doing a dog adoption event on the patio at Rudy's
29 Country Store and that place is wonderful. APA, microchipping and
30 vaccination event at the Hatch Community Center which went absolutely
31 fantastic. SNAP was part of that and we had 50 vaccinations and about
32 20 microchipping events. And HSSNM/Happy Trails Pet, anyway so the
33 June 12th Tails to Freedom Flight got off and it went out and it did really,
34 really well. The board meeting. And there's another adoption event on
35 the 23rd of June at PetSmart and apparently Mr. Thacker is going to be
36 talking at UUCLC Round Table on July 8th. And July 28th The Cat's
37 Meow will be having a lasagna fundraiser. So always, everyone's invited
38 to the Yappy Hour which, let's face it guys, wine and dogs. And the nice
39 thing is you don't even have to own a dog. I own dogs but my sister
40 doesn't and she goes in and pets other people's dogs, doesn't have to pick
41 up their poop, drinks wine, and gets to go home. How much better is that,
42 right? Tom Townsend is doing the no-cost feline spay and neuter grant
43 and that seems to be going very, very well. I know that SNAP gets calls
44 for it all the time and we push it at our facilities. I guess they're doing ten
45 feline surgeries every Tuesday until the grant numbers are achieved.

1 Navarro: That's changed to Thursday's now instead of Tuesday's.
2
3 Snow: Oh, okay. So it's changed to Thursdays now than Tuesdays. The
4 Cherished K-9 actually have had several adoption events, including one
5 the past Sunday at the Las Cruces Convention Center which I thought
6 was fairly brilliant. When I saw it on Facebook, it was actually an event for
7 families with small children and they did an adoption center event outside
8 which is brilliant because then you get all these people that go in and they
9 say, "Oh, we want a dog for our child," or the children go, "Oh, this is so
10 cute."
11 And Tails from the Shelter, so June 6th was the puppy transport; 39
12 pups went to Colorado. The next one is June 20th and they're in their
13 ninth month which they transferred over 750 moms and pups to new lives.
14 The June 12th Tails to Freedom Flight with 59 canines went exceptionally
15 well as I hear. In four flights, 240 dogs have been flown to new lives. The
16 April 10th flight was featured in Neighbors Magazine. Lens and Leash
17 national photography program featured the Mothers of May and the Last
18 Litter program, showcasing the works of Melissa Koko photography, and
19 DACHS was the June sponsor for those 12 dogs.
20 The launch of the fundraising program Straight out of Cruces, all
21 funds raised go to the sales for promotional items, or the promotional
22 items will help offset costs of crates, jackets, and other creature comforts,
23 and they launched a new Facebook page. So the new Facebook page is
24 "Lost to Found Pets Las Cruces," which the goal for this is to make it the
25 number-one place to go to post lost and found Las Cruces/Dona Ana
26 County pets. The administrators of the other Facebook pages are
27 cooperating, responding to Lost to Found, and the Lost to Found team is
28 being coordinated to compare these pets in the shelter against those pets
29 reported lost. Actually, I'm part of this group and yes, it is going
30 exceptionally well.
31 The Check the Chip events are under development with
32 announcements on locations soon and the construction analysis of the
33 animal relocation facility is underway but looks very promising. APA is
34 doing a half-price and free adoption June through August. I'm sure they're
35 getting several new dogs.
36 Okay, so this is one I actually know. So SNAP has been having an
37 excellent, excellent spring and summer. We've actually issued over 200
38 vouchers in May and June, and it's not even halfway through June, and
39 we actually have received grants from Pic Quik, Albert Schweitzer at the
40 Athletes for Animals to use for the mobile surgery clinics, which this gives
41 us the opportunity to do I think we came up with 12. So we will be doing
42 the mobile surgery clinics with Paws N' Hooves for the next year, which
43 means for us that Paws N' Hooves, Dr. Starr, comes into our facility with
44 her mobile van and does 25 animals, ten cats, 12 dogs, once a month.
45 And then on top of that we actually are issuing vouchers for seven
46 veterinarians outside of that. So we are doing exceptionally well. We

1 actually got the Dona Ana County contract renewed and we're holding
2 clinics June 18th, 19th, or July 9th, August 13th with Paws N' Hooves, and
3 by the way we are looking for board members. We need to increase our
4 board and obviously increase our volunteers, but we're looking to really
5 increase our board members. And this is what I'm personally proud of.
6 So SNAP has decided to jump into this century and we redid our website.
7 So now we are not only updated and running a fantastic new website that
8 includes how you can qualify, the participating veterinarians, it features
9 our grants and our events, and frequently asked questions. And
10 eventually what we'd like to do is put the other organizations on our
11 website so that people can go and check that out. Now, I'd like to note
12 that after the web designer put a counter on and after we went to Hatch,
13 we got 152 hits in 24 hours. So in the last week we're up to I believe over
14 300. So we're definitely making headway and as we head out into the
15 community our goals are that we are not just taking care of the individuals
16 and families for Las Cruces and Anthony, but that we actually go into
17 Hatch, we go into Rincon, we go into the smaller towns that we have not
18 actually been available to reach before and have them bring their clients to
19 us, which we got to do with the Hatch microchipping event.

20 So the Safe Haven Animal Sanctuary they actually have a star in
21 their facility now. It's Bruiser, who's starring in "Legally Blonde," and they
22 wanted you to know that Bruiser is not a diva. He is taking all his attention
23 in stride and he's looking for a person to make his meals, buy him toys,
24 and rub his belly on command. And they are getting tons of calls and
25 booking appointments and stuff for him as his fame grows, but he's not a
26 diva.

27 And The Cat's Meow is actually having a lasagna dinner which
28 sounds fantastic, because it always is if somebody else is cooking. And
29 so that will be July 29th from 6:00 to 10:00 p.m. Obviously that night I'm
30 not going to be cooking. And they're going to have a cook-off with prizes
31 and celebrity lasagna chefs and judges and music and silent auctions and
32 the animal rescue testimonies. So that's it. So any questions?

33
34 Gandara: Thank you. Any questions, Board? I don't see none. Thank you so
35 much.

36
37 Snow: You're welcome.

38
39 Smith: Madam Chair. I just wanted to ...

40
41 Gandara: Board Member Smith.

42
43 Smith: Congratulate Ms. Snow, thank you on your success with your web design
44 and the great response, and thank you for coming and presenting today.
45 Thank you Madam Chair.
46

1 Gandara: Thank you Board Member Smith.

2

3 **VI. Action Items**

4

5 **A. Resolution 2018-12 - Accept \$1,200 Donation for Wounded Animals**

6

7 Gandara: Okay, on to action items, A: Resolution 2018-12 - accept \$1,200 donation
8 for wounded animals. Do I have a motion?

9

10 Smith: Move to approve ma'am.

11

12 Eakman: Second.

13

14 Gandara: Let the record show that the motion was made by Board Member Smith,
15 second by Board Member Eakman.

16

17 Baum: Board Member Gonzales.

18

19 Gandara: I'm sorry, is there discussion? Just a moment. Sorry. Is there
20 discussion?

21

22 Williams: Madam Chair.

23

24 Gandara: Yes.

25

26 Williams: Mr. Thacker. Who donated this money to us?

27

28 Thacker: We received a phone call from an individual, she would like to remain
29 anonymous, but her dog was backed over when she was leaving the
30 driveway and ultimately passed away. She brought the animal in to us if I
31 remember right and we euthanized it for her. So she and her family got
32 together and did a little drive and got this \$1,200 and they wanted to put it
33 for other animals that needed some financial help with getting better. And
34 I said, "Well we can put it in a medical account and can reserve it for
35 medical services for animals that come into our shelter or they need to go
36 to a vet, that have minor things that we can use the money for and then
37 place them up for adoption." And she said that was ideal. It was a family
38 donation.

39

40 Williams: Thank you very much Mr. Thacker. That's a great story and I appreciate
41 you giving us clarification. Thank you Madam Chair.

42

43 Gandara: Thank you Vice-Chair Williams. Anybody else on the Board? Okay. Ms.
44 Baum, roll.

45

46 Baum: Board Member Gonzales. This is for the vote for the resolution.

1
2 Gonzales: Yes.
3
4 Baum: Thank you. Board Member Eakman.
5
6 Eakman: Yes.
7
8 Baum: Board Member Garrett.
9
10 Garrett: Yes.
11
12 Baum: Board Member Smith.
13
14 Smith: Yes.
15
16 Baum: Board Member Williams.
17
18 Williams: Yes.
19
20 Baum: Chairperson Gandara.
21
22 Gandara: Yes.

23
24 MOTION APPROVED UNANIMOUSLY.

25
26 **B. Resolution 2018-13 - Remove and Auction ASCMV Non-Working**
27 **Vehicles**

28
29 Gandara: Okay. Action item Resolution 2018-13: Remove and auction ASCMV
30 non-working vehicles.
31
32 Eakman: Move approval.
33
34 Smith: Second.
35
36 Gandara: Let the record reflect that the motion was made by Board Member
37 Eakman, second by Board Member Smith. Any discussion?
38
39 Eakman: If I might, Madam Chair.
40
41 Gandara: Yes.
42
43 Eakman: This is a recommendation from the Finance Committee to the Board to
44 auction these items, and these are just very valuable, wonderful vehicles
45 that anybody is going to be very proud to own and just lucky to have, and
46 if you're expecting me to sit here today and talk that they're not good

1 vehicles, don't expect that of me. These are just wonderful bargains
2 waiting for the right buyer to come along and I think this is excellent that in
3 our generosity we're allowing this to happen.
4
5 Gandara: Thank you Board Member Eakman. Board Member Dollahon.
6
7 Dollahon: Madam Chair. To add on to what Board Member Eakman provided for the
8 committee, as these are an asset owned by the Animal Services Center,
9 Board action is required to authorize disposal. The items will be turned
10 over to the City for auction as part of its auction process since we are your
11 fiscal agent, and then the revenue will be returned to Animal Services
12 Center once they're auctioned. Thank you.
13
14 Gandara: Thank you Board Member Eakman. Board Member Gonzales.
15
16 Gonzales: Yes.
17
18 Gandara: I thought you had any discussion? No? You're ready to, okay. Okay.
19 Please, roll call Ms. Baum.
20
21 Baum: Board Member Gonzales.
22
23 Gonzales: Yes.
24
25 Baum: Thank you. Board Member Eakman.
26
27 Eakman: Yes.
28
29 Baum: Board Member Garrett.
30
31 Garrett: Yes.
32
33 Baum: Board Member Smith.
34
35 Smith: Yes.
36
37 Baum: Board Member Williams.
38
39 Williams: Yes. And I'm going to buy my next used car from Board Member Eakman.
40
41 Baum: Chairperson Gandara.
42
43 Gandara: Yes.
44
45 MOTION APPROVED UNANIMOUSLY.
46

1 **C. Resolution 2018-14 - Resolution Approving a Minor Amendment to the**
2 **Contract with the Executive Director**

3
4 Gandara: Next, Resolution 2018-14: Resolution approving a minor amendment to
5 the contract with the Executive Director, Clint Thacker. Do I have a
6 motion?

7
8 Smith: So moved, Madam Chair.

9
10 Gonzales: Second.

11
12 Gandara: Let the record reflect that Board Member Smith has the motion and
13 second by Board Member Gonzales. Yes Mr. Dollahon.

14
15 Dollahon: Madam Chair. As part of the discussion as I indicated during the Finance
16 Committee report, the City as the fiscal agent reviewed a request for a
17 reimbursement to Mr. Thacker, who had to cancel a personal trip back in
18 May due to our medical emergency. Our legal counsel, to help ourselves,
19 the City and ASCMV, to avoid a finding, recommended that on behalf of
20 the City as your fiscal agent, the only way that we can make this
21 reimbursement is through a minor amendment to Mr. Thacker's contract
22 as a one-time lump-sum payment for the reimbursement amount. And if
23 approved by this resolution today then it would be added on to his next
24 available earliest paycheck as a one-time payment.

25
26 Gandara: Thank you Mr. Dollahon. Any other comments? No? Public input on this
27 particular item? I see none. Roll, Ms. Baum.

28
29 Baum: Board Member Gonzales.

30
31 Gonzales: Yes.

32
33 Baum: Board Member Eakman.

34
35 Eakman: Yes.

36
37 Baum: Board Member Garrett.

38
39 Garrett: Yes.

40
41 Baum: Board Member Smith.

42
43 Smith: Yes.

44
45 Baum: Board Member Williams.

46

1 Williams: Yes.

2

3 Baum: Chairperson Gandara.

4

5 Gandara: Yes.

6

7 MOTION APPROVED UNANIMOUSLY.

8

9 **D. Resolution 2018-15 - Awarding a Contract for Construction of the**
10 **ASCMV**

11

12 Gandara: Next is Resolution 2018-15: Awarding a contract for construction of the
13 ASCMV.

14

15 Smith: Move to approve.

16

17 Eakman: Second.

18

19 Gandara: Let the record reflect the motion was made by Board Member Smith,
20 second by Board Member Eakman. Discussion? Yes. Do you want to
21 say something? Are you ready for a vote? Board Member.

22

23 Smith: Madam Chair. I do believe we probably should have a presentation on
24 this.

25

26 Gandara: Okay. That's what I thought. Mr. Mendez.

27

28 Mendez: Good morning Madam Chair. Tomas Mendez, Architect, City of Las
29 Cruces. And I don't know if I should thank Board Member Smith for that
30 request. Nevertheless, we'll proceed. I do have a very brief presentation
31 to give you some highlights as to what we're going to get into and let me.

32 What we're bringing to you today is an authorization to enter into a
33 contract, for the City to enter into a contract with Warren Construction for
34 the project that we bid. We advertised the project locally and it was
35 solicited online. The end result was that we got three bids with Warren
36 Construction being the apparent low bidder. The track record of Warren
37 Construction with the City is successful. They've done numerous projects
38 with the City, both roadway construction as well as in facilities. So no
39 exceptions are noted with their past performance.

40 I'd like to talk about very briefly what the key design considerations
41 were that we considered. Basically the idea is to improve customer
42 service and we think that it will with the assistance of and the consultation
43 services of Vigil and Associates Architects. They put together and worked
44 with previous administration at the Center, as well as the current
45 administration, a workable solution. For example, the intake lobby is
46 being expanded and renovated thereby freeing in some of the existing

1 spaces the lobbies, the two small lobbies are being consolidated into one
2 larger lobby, perhaps increasing the efficiency. Well we expect it will. The
3 vacated lobbies will be turned into new office spaces. The other one will
4 be turned into a new cat room. And also we're adding, we have enough
5 funds that we will be able to add a couple of offices, and we will be able to
6 improve the parking lot as well.

7 If you can see that, this is a quick drawing. All this area back here
8 where you see the cursor is the existing animal care area. These are the
9 existing office areas that will undergo varying degrees of renovation from
10 switching out light fixtures or lamps to renovating the existing intake lobby
11 which is, excuse me, the, that is the intake lobby, in this area right there.
12 The vestibules are being reused up front. These are ...

13
14 Gandara: We lost you. Right into the mic, Mr. Mendez, as you know.

15
16 Mendez: How's that?

17
18 Gandara: There you go.

19
20 Mendez: Thank you. And I lost my cursor in that, there we go. This is the new
21 lobby, public lobby, public interface space for staff sitting behind a counter,
22 training/meeting/break room back in here, an office space, and also a
23 restroom. And this is what we'll look like. The building will change what it
24 looks like. It's going to get a new look, hopefully modernizing, improve the
25 look. I'd like to point out that I know that this is under consideration for the
26 GO Bond so this is buying us a little bit of time. The facility will serve its
27 continued use, but none other than you know more than the general
28 public, the building is outliving its usefulness. It's close to that already. So
29 we're buying us some time to that end. I'd like to very quickly point out to
30 you that what we have to do is to strategize to back into the budget that
31 we had, which was a little over \$1 million. This area was bid as one bid
32 lot, is considered or called an "additive alternate." This was another one
33 over here, the training area. The new office is another one. And the
34 renovation area was also included. Not shown in the drawing are some
35 improvements to the parking lot. We also bid that separately. And again,
36 that was so we could back into the budget amount.

37 This next slide is what the contract will cover. The base bid was
38 approximately \$650,000. When we add in the additive alternates in in
39 decreasing priority, we come up with a project authorization of \$1,105,000
40 and that includes an allowance for gross receipts tax and a 5%
41 contingency. The contingency in this case is probably about as bare-
42 bones as we can get. The reason for the contingency is because once we
43 start tearing apart into the existing building you just never know what you
44 may find with decrepit pipes, or a wall that isn't supposed to be where, or it
45 is where it's not supposed to be, things of that sort. Same thing with the
46 timeline. We have a six-month contract time. That could go a little bit

1 longer, again for the same reason. We don't know what we'll find once we
2 start tearing into the building but we will be as diligent as possible to keep
3 the project moving ahead as quick as possible. So hopefully, by January
4 of 2019 we will be able to occupy the new and renovated spaces.

5 Your Board options: To vote "no," excuse me, to vote "yes,"
6 strongly recommend that one, vote "no" to deny, vote to amend, or to
7 table. Upon your approval I will be submitting the documents to the City
8 Attorney's Office and to the Purchasing Manager for authorization of the
9 actual contract for signing and for the authorization of a purchase order,
10 which we're required to do that so we can track the project in the financial
11 management system. And that's our next steps, and after that we will
12 have some coordination meetings with Mr. Thacker and the ASCMV staff
13 to make sure that, go over the disruption of the service and also to work
14 out traffic flow issues for the public. That's a very important part of the
15 project, is to make sure that we disrupt the access to the services as
16 minimally as possible. It's an important criteria. We recognize that the
17 facility's open pretty much all the time and so we have to work around that.
18 But we also recognize the importance of trying to get this project done as
19 quickly as possible. I stand for questions you may have, Board Members.
20

21 Gandara: Thank you Mr. Mendez. Board Member Smith.

22
23 Smith: Thank you Madam Chair. And thank you Mr. Mendez. I appreciate the
24 presentation and the question that I have is, we are talking about the
25 possibility that the City could take on operations at the Animal Services
26 Center and also could take on this GO Bond to build a new facility. Given
27 that, could you give us a time frame for, well two questions actually: A
28 time frame for if that bond passes when the new facility would likely be
29 able to be in place and two, would the old facility be able to still continue to
30 work in conjunction with the new one?
31

32 Mendez: I may have to defer some of that question to Assistant City Manager
33 Dollahon but I'll start by saying that depending on where the actual site is,
34 if the site is on the same contiguous property but perhaps in a different
35 actual building location, yes. Both facilities could operate
36 contemporaneously. I think I heard you mention it's \$9 million to \$10
37 million for the new facility. That may require that both facilities actually
38 remain in operation. If the older, existing facility may be used for some
39 purpose while the new one addresses another need in the operations of
40 the Center. So as far as the timeline, at this point, based on the GO Bond
41 election in August, I have no idea what the release of funds would be after
42 that, Mr. Smith.
43

44 Dollahon: Madam Chair, Board Member Smith. If I may, as Tomas indicated, the
45 Council has approved the issuance of a resolution for the bond election by
46 mail on August 21st. That has to be done by mail due to a recent change

1 in State law. We are proposing as part of the GO Bond a new adoption
2 and stray shelter on the existing property at the corner of Rinconada and
3 Bataan Memorial that would probably be both accessed from Bataan and
4 from Rinconada which would improve our visibility to the shelter as well.
5 The existing facility would stay open most likely through construction. Our
6 long-term plan would, in my discussions with Mr. Thacker, is the new
7 building would be a stray and adoption shelter specifically and the existing
8 building would in the long term, would be retrofitted for a medical facility
9 and quarantine facility. So the existing building will still have some of the
10 needs but it will still serve a much-needed service to the community. We
11 are going to continue to have the need for a medical facility for spay and
12 neuter programs and other programs that we could offer in the future, but
13 we could also, we have about 300 quarantine animals on average a year
14 that are loading up the shelter space and that provide us for additional
15 requirements in keeping the animals separate. So separating those from
16 the regular stray and adoption animals would improve our efficiency. So
17 we see it as a win-win all the way around. The existing shelter would stay
18 in its function until a new building was built. I would say we're probably
19 looking at, realistically, latter part of 2022.
20

21 Smith: Thank you Mr. Dollahon. That's very helpful. And thank you Mr. Mendez.
22 I think basically what we're doing now then is improving the viability and
23 the long-term use of the facility that exists, even though we are looking at
24 a new facility being added to the site. So I see this as a very beneficial
25 thing. Thank you Madam Chair.
26

27 Gandara: Thank you Board Member Smith. Anybody else? Board Member Garrett.
28

29 Garrett: Thank you. Thank you Madam Chair. Thank you for the presentation.
30 Are there going to be any improvements to the mechanical and electrical
31 system as part of this project?
32

33 Mendez: Madam Chair, Board Member Garrett. Yes there are, but only in terms of
34 providing relief. By adding new mechanical equipment, we'll be relieving
35 some of the load on the existing system. We will not be replacing any of
36 the existing equipment. For example, the cat area will have new air
37 conditioning installed to it which will relieve some of the load on the
38 existing system adjacent to it. But specifically, improvements to some of
39 the existing equipment, no. That was not included in our scope of work.
40

41 Garrett: The changes that will be made with mechanical/electrical will both improve
42 the comfort for the animals as well as for the people who are coming in
43 looking to adopt. Right?
44

45 Mendez: Madam Chair, Board Member Garrett. That's exactly right. The idea is to
46 improve the air flow in those areas, again by eliminating some of the

1 cross-ventilation that's occurring there and also by compartmentalizing the
2 spaces to allow the return of air from one space or from one area to
3 another, just basically to improve, or in this case that would be to eliminate
4 the air flow, right, to reduce the air flow from one area to the other. And
5 that actually applies to the use of doors as well.
6
7 Garrett: And so that will help with the odors, because that's a complaint that we've
8 heard, and observation, in terms of making the front area, the adoption
9 area, more friendly for visitors.
10
11 Mendez: Yes. Madam Chair and Councillor, or excuse me ...
12
13 Garrett: Commissioner.
14
15 Mendez: Board Member Garrett. That is correct. We also expect, since the new
16 lobby is totally isolated in terms of air flow from the existing building, those
17 aromas should not be, they may but again that depends on door usage as
18 well. Doors become an important part in controlling those odors. As long
19 as doors aren't propped open that should be kept closed, those odors
20 should be somewhat reduced.
21
22 Garrett: Okay. We had a grant or a donation of I think it was \$50,000 for
23 improvements to the cat room, and I have lost track of how that donation
24 is related to these improvements.
25
26 Dollahon: Madam Chair, Board Member Garrett. That is in the budget and it is
27 restricted as part of the funding for the cat room renovations. It is in the
28 ASCMV Capital Fund. Correct, Josh? Okay, yes.
29
30 Garrett: And so that will be used as part of this construction project?
31
32 Dollahon: Yes sir. As part of additive alternate number one, the cat room
33 renovation. We will be using that \$50,000 donation which we've already
34 received and we have it as cash, so that is restricted for that purpose and
35 will be documented accordingly through the billing and financing of the
36 project.
37
38 Mendez: If I may, Madam Chair and Board Member Garrett. In fact, we isolated
39 that specific item to buy equipment for the cat room so hopefully it'll stretch
40 that far.
41
42 Garrett: Very good. And then I'd like to go back, just to clarify, I'm supportive of
43 the GO Bond because anybody who's been here for a long time knows
44 that the facility requires a major overhaul and expansion. What I think a
45 reasonable question that people are going to ask is, "Well, you're doing
46 some construction now, you're going to spend \$1 million. Is that basically

1 going to be wasted because of the new project?" And I'd like to have
2 some assurance that the new work would not make these particular
3 improvements obsolete or whatever, that they're still going to be another,
4 with minor reuse and perhaps some modifications, these are still going to
5 be viable improvements that we're making now.
6

7 Dollahon: Mr. Chairman. We feel like that the additions now will get us through the
8 construction of a new building, hopefully with the passage of a GO Bond.
9 There will be opportunity for reuse and it will give us a good setup for
10 quarantine and medical facility, and holding facilities while people come
11 back to pick their animals up from spay and neuter and so forth, or other
12 medical procedures, that we feel like we can reuse the existing improved
13 building with a repurpose, with minor modifications.
14

15 Garrett: Let me be, also, thank you, I appreciate that. And that makes sense to
16 me. I mean, we're still looking at more than two years, two and a half
17 years before we would get to the point of the new facility, the completely
18 renovated and new building. But I'd like to simply go on record, if I'm
19 understanding the potential for the new building, that's where the cat room
20 for adoption would be located in a new scheme. Is that correct?
21

22 Dollahon: Yes. Because the new building would be a stray shelter and an adoption
23 center, so the new cat room would move. We would probably repurpose
24 the existing cat room as a pickup facility for animals coming out of medical
25 procedures.
26

27 Garrett: So just to be consistent with accepting that donation, I just want to say that
28 in some ways, the spirit of the cat room in the new facility moves from this
29 particular approved project into the new project, and so it's always going to
30 be there. This is not going to be, you have \$50,000 just goes away, that
31 we're still going to have cat rooms. We're still going to have important
32 associations with the donor.
33

34 Dollahon: Yes. We are.
35

36 Garrett: That's all I have. Thank you.
37

38 Gandara: Thank you Board Member Garrett. Any other questions/comments?
39 Okay. Public comment on this? Yes ma'am. Please state your name.
40

41 Hess: My name is Linda Hess. Good morning Madam Chair and Board
42 Members. I just have a question for, pertaining to what Board Member
43 Dollahon said about animals being quarantined. And my question actually
44 will relate to later input for the regular input, that I have some other things
45 to address. My question is: What reasons are animals quarantined for?
46

1 Dollahon: I will ask Mr. Gino Jimenez who's our Chief Animal Control Officer who
2 handles most of the quarantine coordination with the shelter on behalf of
3 the City, and I know the County has quarantine issues as well.
4

5 Hess: Thank you.
6

7 Jimenez: Madam Chair, Members of the Board. We use the quarantine facilities
8 any time an animal bites a human being. By State Statute and by the
9 guidelines set by the State Epidemiologist, we have to quarantine those
10 animals for ten days. That gives us an opportunity to observe that animal
11 and should it die while it's in quarantine, we'll give that bite victim an
12 opportunity to reach out for the rabies series. So that ten-day quarantine
13 is an observation period and I believe Mr. Dollahon touched on it earlier,
14 we do about 300 a year.
15

16 Dollahon: Also, Gino, doesn't the ASCMV serve as our court hold facility for
17 potentially vicious and dangerous dogs as well?
18

19 Jimenez: Madam Chair, Mr. Dollahon. Yes sir. For the City, absolutely. The
20 County has their own facility but the shelter is our facility for that purpose.
21

22 Dollahon: And that's a discussion item that we've had at the Animal Care Task Force
23 for the City, to look at opportunities, because both those items impact
24 shelter operations day-to-day. We have to keep potentially vicious and
25 dangerous and court hold animals separate as well as medical quarantine
26 so that impacts our day-to-day operations. One of the things that I've
27 asked Gino to work with Mary Lou on is a Memorandum of Understanding
28 between the City and the County to potentially, for the City to use the
29 County's court hold facility. I think that, we can't answer that question
30 specifically because the County has impacts by adding our animals in
31 there, but it's a discussion that we need to have and seriously consider if
32 we could cooperate, because if we could, that would improve some of the
33 activities going on at the shelter.
34

35 Gandara: Thank you Mr. Dollahon. Thank you Mr. Jimenez. Any other public
36 comment related to this item? Okay. Roll call please.
37

38 Baum: Board Member Gonzales.
39

40 Gonzales: Yes.
41

42 Baum: Board Member Eakman.
43

44 Eakman: Yes.
45

46 Baum: Board Member Garrett.

1
2 Garrett: Yes.
3
4 Baum: Board Member Smith.
5
6 Smith: Yes.
7
8 Baum: Board Member Williams.
9
10 Williams: Yes.
11
12 Baum: Chairperson Gandara.
13
14 Gandara: Yes.
15
16 MOTION APPROVED UNANIMOUSLY.
17
18 Gandara: Okay, Mr. Mendez.
19
20 Mendez: Thank you very much Madam Chair.
21
22 **E. Resolution 2018-16 - Authorize Two (2) New Full Time Employee (FTE)**
23 **Positions: Adoption Specialist**
24 **F. Resolution 2018-17 - Authorize Two (2) New Part Time Employee (PTE)**
25 **Positions: Transport Driver**
26 **G. Resolution 2018-18 - Authorize One (1) Additional Contract Veterinarian**
27 **Position**
28 **H. Resolution 2018-19 - Authorize Five (5) Additional Animal Caregiver**
29 **(FTE), Two (2) Additional Veterinary Technician (FTE), Two (2)**
30 **Additional Surgical Assistant (FTE), and Two (2) Additional Office**
31 **Assistant (PTE) Positions**
32
33 Gandara: Now the next four items are related to the personnel items. Can I get a
34 motion please?
35
36 Eakman: Move approval of these four items.
37
38 Williams: Second.
39
40 Gandara: Let the record reflect that Board Member Eakman made the motion and
41 second by Vice-Chair Williams. Any discussion/questions?
42
43 Dollahon: Madam Chair. I'm going to ask Clint to come up just for the record to go
44 over the positions based on the categories from each of the, based on the
45 budget and based on the description that we're provided and to reflect for

1 the record that these were anticipated and scheduled as part of the
2 budget.

3
4 Gandara: Yes Mr. Dollahon. Thank you.

5
6 Thacker: Madam Chair and Board. The Resolution E authorizes two new, and
7 these are new positions, in other words, positions that are not currently at
8 the ASCMV, and that is for Adoption Specialists. These individuals will be
9 in charge of talking to individuals that want to turn their animal over to
10 Animal Services, try to resolve any concerns they may have to keep that
11 animal in the home, and also they're going to be coordinating all of our
12 rescue animal efforts as well. Currently our supervisors are doing that and
13 that, literally it takes almost their entire time to do those.

14 Resolution F is for two, again new positions of Transport Drivers.
15 These individuals would be driving animals across state lines, in other
16 words rescue animals, and also inside the state. Again, right now we
17 currently have our supervisors or also a staff member that does that
18 transportation. So this would significantly aid us because those
19 individuals that leave are leaving their duties behind and generally it is a
20 supervisor that goes on those. So whenever we have a supervisor out of
21 the shelter it puts a lot of load on others.

22 Number G is, now this is a position that we currently have in the
23 shelter. We asked for just one more in addition to, and that is a
24 veterinarian position, and this is a contract position. That's why it needed
25 its own resolution that we're combining with one, and it's just like we have
26 now, a veterinarian that contracts to do spay and neuter and other
27 surgeries.

28 Resolution H is, again these are all existing positions. We just
29 asked for an increase in number to them, so five additional Animal
30 Caregivers, two additional Veterinarian Technicians, and two additional
31 Surgical Assistants, and two additional Office Assistant positions. And
32 those Office Assistant positions are going to be focusing mostly on offsite
33 adoption efforts for that.

34
35 Gandara: Thank you Mr. Thacker. Any comments/discussion? Board Member
36 Smith.

37
38 Smith: Thank you Madam Chair. And Mr. Thacker, thank you very much. I'm
39 sure that each of these positions is going to help everything be smoother,
40 and I guess what I would ask is we're going to get the inevitable questions
41 from the public as far as this great increase in personnel is justified with
42 the finances that we have, and so if you could just offer any additional
43 comments from you as far as what makes this a viable approach to how
44 we operate. We're going to have space for these people, we're going to
45 have ways that they're going to interact and improve the operations. So

1 whatever you can help us with as far as when we're making our decision
2 on this vote.

3
4 Thacker: Yes. So when the budget was presented, or the budget was formulated, I
5 went to each of our Department Directors and asked them, "What do you
6 need to do your job?" And these are what was given. The five additional
7 caregivers, right now we are currently, even with these five we're currently
8 still needing another three or four more. However, if we can get these
9 individuals in I'm sure that it'd be a huge relief on those. And understand,
10 it's not just cleaning the kennels. These are also individuals that take
11 people through the shelter looking for lost animals. They're also the ones
12 that assist with adoptions and show the people the animals therein. They
13 also assist the individuals that are administering vaccines. I mean, it's not
14 just cleaning, it's so much more. So this will allow everybody, right now
15 we have people doing two or three areas of the shelter, and they're only
16 supposed to be on one area of the shelter. So it will help greatly our
17 efficiency inside the shelter, be able to get cleaning done quicker and then
18 provide more attention that's needed, and faster attention to the citizens
19 coming in wanting to adopt and also to redeem their animals.

20 The Adoption Specialists, like I said, and also the Transport
21 Drivers, those are very justifiable for the efforts that we're doing. The
22 Office Assistants, currently we only have two people that are doing the
23 offsite events, and this will just greatly help them be able to have a
24 representative at each area that can do those services, access PetPoint.
25 Again efficiency is what we're looking for. We want to do so much at the
26 Animal Center and this is giving us the capability of doing the programs
27 that we want to do, the different ways of performing the duties that's
28 changing in the industry. This is helping us do that.

29
30 Smith: Well thank you Mr. Thacker, and I'm always looking for ways for us to say
31 we're helping with the employment situation in our community as well, so
32 this'll be a plus in that regard. Thank you Madam Chair.

33
34 Gandara: Thank you Board Member Smith. Board Member Garrett.

35
36 Garrett: Thank you Madam Chair. I think it's important that we also recognize that
37 these new positions are essential for sort of right-sizing the operation of
38 the Animal Services Center. We have moved, as a matter of clear policy,
39 away from simply being a place where people could dump animals and
40 they'd be killed, to a place that is trying to provide a safe humane
41 environment while we find homes for animals and either within the
42 community or move them out. This is very much a part of our public
43 health and safety, but it's also part of the general welfare in terms of the
44 spirit that this is being done in. And there's just no question that the work
45 that's involved in terms of educating the public, in terms of increasing the
46 number of surgical sterilizations, dealing with the adoption process is

1 going to take more people to do that and to do it right. So part of this is
2 we're making sure that we're getting the stuff done right and to standards.
3 If people are ever concerned about how much it costs, the main thing that
4 I would say is, "You need to help us get the number of animals going into
5 the shelter down, because that's what's driving this." It's not that these are
6 frivolous programs or that this is not something that's important. This is
7 really important work. But this is being driven by the public because of the
8 way that people basically look at their responsibility for their animals. So if
9 you let animals run loose, if you let animals procreate, that creates the
10 demand that drives the programs that results in these kinds of increases.
11 So we're doing the right thing. We also just as a historical fact, we have
12 not increased the staff size significantly over the last ten years. And so I
13 think that this is, it goes hand-in-hand with the improvements we're making
14 to facility to say, "This is part of a new day for the shelter as it relates to
15 the community." So I think this is timely, I know that Mr. Thacker would
16 like to have more, so this is also we're being responsible relative to the
17 amount of money that we do have. So thank you.

18
19 Thacker: Thank you Board Member.

20
21 Gandara: Thank you Board Member Garrett. Board Member Gonzales.

22
23 Gonzales: Mr. Thacker. It's your responsibility and what you meant about the
24 additional Animal Caregivers, what are those?

25
26 Thacker: They're the ones that their primary responsibility is to clean the shelter and
27 the animals inside the shelter, but they have a lot more responsibilities
28 than just that.

29
30 Gonzales: And how many do you have right now?

31
32 Thacker: I have to get back to you on that for the sure answer. Not enough, I can
33 tell you that. I want to say there's around seven or eight, but I can get you
34 that exact answer.

35
36 Gonzales: And the two additional Office Assistant positions, how many do you have
37 right now? Was there two that I saw that one day?

38
39 Thacker: They're split up between the adoption area and also the return to owner
40 area, and between the two areas with part-time, full-time, and offsites, it's
41 six.

42
43 Gonzales: How many?

44
45 Thacker: Six.

46

1 Gonzales: Six.
2
3 Gandara: Thank you Board Member Gonzales. Any other comments/questions from
4 the Board? Seeing none. Public comment. Yes.
5
6 Bryce: Frank Bryce, President, Humane Society of Southern New Mexico. With
7 all due respect, I think this, the way I say it, it's about time. We certainly
8 support all of this stuff. And the question that I have is on the contract
9 veterinarian, it didn't say full-time, part-time, whatever. We still need, I
10 think in a lot of folks' opinion, a second licensed veterinarian for the shelter
11 animals. I'd like to see that considered. And so that's a pretty important
12 thing. There are some aspects to this discussion right now that I believe
13 we need to at least clarify or identify. The removal of that infirmary
14 building, when we talked about it last time at the task force meeting, I think
15 the City said they would pay for it, Mr. Dollahon reported that, and now it's
16 a grant. That's certainly an arguable one, one way or the other how that
17 money should've been used from the grant. But the removal of that
18 building which was told to be burnt to the ground by ASPCA several years
19 ago, will actually improve the health of the animals just by getting rid of the
20 potential for the disease, the infestation of pestilence in that building.
21 That's a good thing. So a lot of these are really good improvements, but I
22 just wanted to express, it's really time we did do this and I think, as Mr.
23 Garrett said, timely. It's a good thing. Thank you.
24
25 Gandara: Thank you Mr. Bryce. Yes.
26
27 Hess: My name is Linda Hess and Madam Chair and Board Members. I have a
28 question about, and this will again relate to some things I need to address
29 at the regular public input about the caregivers and when they are feeding
30 the animals. I need to know, because this directly relates to a big issue
31 that I have with a dog that I adopted in February. So I just need to know
32 how they distribute the food to the animals and it's, the dogs is what I'm
33 talking about. Thank you.
34
35 Ward: Morning Chair, Board Members. I just wanted to say in regards to the
36 caregivers as well, I know they're looking at five new caregivers, I think,
37 and Clint did mention that right now the caregivers are going from a
38 couple of sections, a couple of kennels, and what I want to emphasize on
39 that is what is important, and I don't think he covered that, is disease
40 control and contamination. And so to try to keep that localized, and if you
41 have numerous caregivers, and keeping them where they're assigned one
42 kennel instead of going back and forth, that's going to be better for the
43 shelter to have numerous caregivers as well.
44

1 Gandara: Thank you Mary Lou. Sorry Mary Lou, you didn't state your name, so for
2 the record Mary Lou Ward. Any other public comment related to this
3 item? Okay. Seeing none. Roll call please.
4

5 Baum: Board Member Gonzales.
6

7 Gonzales: Yes.
8

9 Baum: Board Member Eakman.
10

11 Eakman: Yes.
12

13 Baum: Board Member Garrett.
14

15 Garrett: Yes.
16

17 Baum: Board Member Smith.
18

19 Smith: Yes.
20

21 Baum: Board Member Williams.
22

23 Williams: Yes.
24

25 Baum: Chairperson Gandara.
26

27 Gandara: Yes.
28

29 MOTION APPROVED UNANIMOUSLY.
30

31 **IX. PUBLIC INPUT** 32

33 Gandara: Okay. Moving to item nine, that would be public input. Do I see, yes,
34 Gino. Please. Three minutes.
35

36 Jimenez: Madam Chair, Members of the Board. My name is Gino Jimenez. Just a
37 follow-up to Board Member Eakman's question earlier. I was able to look
38 through my presentation and find that answer for you, sir. Let me, so your
39 question sir was, "How many of these animals were identifiable?" If you
40 look at the presentation, the 19 that were unsuccessful RTOs combined
41 with the 48 successful RTOs were the number that were identifiable, and
42 that was either through a microchip, a rabies vaccination, pet license, or,
43 and it could've been that the neighbor knew where the dog belonged. So
44 in the future sir, if you would like for me to make that as a separate entry
45 item I can amend my presentation.
46

1 Eakman: I appreciate that feedback. May I answer, Madam Chair?
2
3 Gandara: Yes, of course Board Member Eakman.
4
5 Eakman: So 67 animals that were strays were identified as being owned by
6 someone and yet they found their way into the shelter?
7
8 Jimenez: No sir.
9
10 Eakman: No, 48 were returned, 19 were identified but not returned to the owner.
11 And so I'm going to have to contemplate and maybe visit with my peers
12 here about that situation where responsible ownership should be the ideal
13 here and what happens when a person who owns a pet no longer wants to
14 be responsible for it and wants it to be a ward of the City and the County.
15 It seems to me like there should be some price to pay for that, but I need
16 to think about that more clearly. Thank you.
17
18 Jimenez: Yes sir.
19
20 Gandara: Thank you Board Member Eakman. Thank you Gino. Do you have some
21 feedback for us, Mr. Thacker?
22
23 Thacker: Just, as an Animal Control Officer, often when you have an animal that
24 has a microchip and then you take it back to that home, generally during
25 the workday there's nobody home, and as property you just can't, because
26 it has their name on it you can't put it in the backyard and shut the gate
27 and just leave it there. So I'm assuming that probably several of these are
28 just like that, and especially cats. If you get a cat in a trap, you scan, it
29 has a microchip, the individual will come back and say, "Well I didn't know
30 the cat was out," or if it's a dog they'll say, if anybody's even home, they'll
31 notify that. I'm assuming also out of those 19 that had the unsuccessful
32 attempts that a notice was left at the door and those individuals came and
33 most likely, probably got their dogs or their cats fairly quickly from the
34 shelter. But generally as an Animal Control Officer that's what I ran into
35 through my experience.
36
37 Eakman: Thank you very much. I'd be very interested in following that to the end of
38 the story in the future. Thank you.
39
40 Gandara: Thank you Mr. Eakman. Mr. Dollahon.
41
42 Dollahon: Hold on Gino and Clint. I have a question for you. So you attempted field
43 return to owner, we identify the owner, it ends up getting put in the shelter.
44 So they pay fees to reclaim the animal, to the shelter. Correct? That's in
45 our fee structure.
46

1 Thacker: So yes, they do pay fees. However, that is not in any type of fee structure
2 that the City has. The ASCMV has a fee structure but not in any type of
3 ordinance or policy.
4
5 Dollahon: But that's your fee, that's the Animal Shelter's fee structure.
6
7 Thacker: Yes. And that's for redemption only. It's not any fines.
8
9 Dollahon: Right.
10
11 Thacker: It's just the fees.
12
13 Dollahon: So that leads to my next question, Gino. Do the owners get fined because
14 you've claimed their animal? Do they get a citation, I should say. We
15 don't have the ability to fine without going to court. Do they get a citation?
16
17 Jimenez: Madam Chair, Mr. Dollahon. We do one of two things. Once that animal
18 is redeemed from the animal shelter, Mr. Thacker's staff will notify my staff
19 that that animal has been redeemed. The Animal Control Officers will
20 either issue a criminal complaint which basically is a subpoena for the
21 owner to appear in front of the judge and explain to why their animal was
22 running loose and why we caught it. Because it is illegal for me to order
23 an officer to issue a citation, I gave them a second option. The other
24 option is for the officer to send out a formal warning letter to let them know
25 that a violation occurred and this is (MICROPHONE NOT PICKING UP)
26 please don't do it again. So they have two options, officers have two
27 options.
28
29 Gandara: Okay thank you both. Ms. Hess. You'll have three minutes, Ms. Hess.
30 Thank you.
31
32 Hess: Thank you. Do I have to repeat my name again? Linda Hess. What I
33 would say is I'm an independent animal advocate. I love animals. I mean,
34 who doesn't? This past January, the end of January, I adopted a dog by
35 the name of Angie, well I changed her name to Angie. And then the last
36 Saturday in February I went to Petco to buy something for Angie. And the
37 shelter was just finishing up a pet adoption. And so as I walked up to the
38 front, the last cage, there was this little dog I thought was a puppy rolled
39 up into a ball. I couldn't tell what it was, but the animal was shaking. It
40 was very traumatized. So I asked the one of the people that was working
41 this adoption, what that dog was, and about that time the dog stood up.
42 And this dog is part German Shepherd, his name is Rex. And he was a
43 bag of bones. He was nothing but skin and bones, and I noticed that he
44 was given away free because he had been diagnosed with the tick thing,
45 erlithia, erlithica, something like that. I can't pronounce that word, okay.
46 So I told them that since I'd already adopted one dog, I told them I wanted

1 to foster this dog and get him back to health. So they told me that they
2 would be open, they were just closing the adoption so they said I could
3 come in the next day, on Sunday, which I did. While they were filling out
4 the paperwork, I start asking questions about this dog and why he was so
5 skinny. I mean he could hardly stand up on his hind legs. He was nothing
6 but skin and bones. So they finally brought Curtis up and I start asking
7 Curtis questions about the dog. I said, "Well how long has the dog been
8 here?" And he was somewhat evasive at first but finally he got Rex's file.
9 Rex had been picked up in the Hatch area a year ago May, sometime in
10 May. And so that was the last three months of the former Director's
11 tenure.

12
13 Williams: Thirty seconds.

14
15 Hess: Rex is, I'm sorry? Could you just extend just a little bit? I have not
16 addressed this august Board in over a year and this is important. So Rex
17 is a very timid dog. And I was told that they have several dogs in a cage
18 and that's why I asked about how they're fed, and they put the feed in
19 there and the strongest, healthiest dogs can get it. The timid ones can't.
20 Now, I'm really surprised that Dr. Mock did not have him put down for
21 timidity. I'm thankful she didn't. So to shorten my story, I had talked to my
22 primary care physician, I had to go see her about two months ago and I
23 was telling her the story about Rex. And she got very upset because she
24 and her husband had gone to the shelter, and they found, they saw two
25 little dogs just laying in the pen, skin and bones, and one had pneumonia.
26 So they took them, and they took them to Dr. Calista, and after \$2,500
27 they got the dogs healthy. Now, my question is: How can a dog be that
28 skinny and someone not do something about it? So in relation to the
29 quarantine question, can they not, when they see dogs like they're,
30 separate them, feed them so they do get food. And then I had another
31 question but I know I'm running over. I'll save that. I had pictures. The
32 day I took Rex home, I had pictures taken of him. You've seen nothing but
33 hip bones, ribs, and he could hardly stand. It's just unfortunate. So I'm
34 very happy to see that there's new people coming in and hopefully this will
35 never happen to other animals. Thank you for your time.

36
37 Gandara: Thank you Ms. Hess.

38
39 Hess: Thank you.

40
41 Gandara: Thank you. I'd encourage you to speak directly to Clint, our Director.
42 After the meeting or, sure. Okay. Any other public comment? Okay.
43 Seeing none.

44
45 **X. CHAIR AND BOARD COMMENTS**

1 Gandara: Next on our agenda is Chair and Board comments. Vice-Chair Williams
2 do you have, I'm sorry. None? Board Member Smith.

3
4 Smith: I was just going to answer your question. None at this time ma'am.

5
6 Gandara: Board Member Garrett. Board Member Eakman.

7
8 Eakman: Thank you Madam Chair. I have a request of the Executive Committee of
9 our Board. On September 13th and 14th is the annual Domenici
10 Conference and I really appreciate attending and being able to hear
11 internationally-known speakers. And I was wondering if there was any
12 way we could, in some way, move the September meeting to
13 accommodate the Domenici Conference. Wondering if maybe giving the
14 Executive Committee two or three months to consider how that might be
15 done, I would sincerely appreciate the conference being uninterrupted.
16 Thank you.

17
18 Gandara: Thank you Board Member Eakman. We'll certainly take it up at our
19 executive meeting. Okay. Board Member Gonzales.

20
21 Gonzales: I'm glad to see that the award-ness to all these contracts to the Animal
22 Shelter in regard to the full-time employees, positions to the part-time
23 employees, the Transport Driver, the veterinarian position, the Caregivers,
24 and then the two additional Office Assistant positions. Somebody came
25 up and said, "It's about time," and we'll hope that that will help
26 tremendously at the animal shelter, with what's been going on at the
27 animal shelter, and I'm so grateful that this can be done and can be
28 carried out. Thank you so much.

29
30 Gandara: Thank you Board Member Gonzales. Nothing, Board Member, okay. And
31 I have nothing. Thank you.

32
33 **VII. THE BOARD OF DIRECTORS OF THE ANIMAL SERVICE CENTER OF THE**
34 **MESILLA VALLEY WILL CONVENE IN CLOSED SESSION to discuss, per**
35 **the current ASCMV bylaws, the midyear Annual Performance of Clint**
36 **Thacker, the Executive Director of the Animal Service Center of the Mesilla**
37 **Valley, (which is closed pursuant to Section 10-15-1-H(2), NMSA 1978).**

38
39 Gandara: Next, item seven. The Board of Directors of the Animal Services Center of
40 the Mesilla Valley will convene in closed session to discuss, per the
41 current ASCMV bylaws, the midyear Annual Performance of Clint
42 Thacker, the Executive Director of the Animal Services Center of the
43 Mesilla Valley, (which is closed pursuant to Section 10-15-1-H(2), NMSA
44 1978.

45
46 Smith: Madam Chair. I move that we go into closed session.

1
2 Eakman: Second.
3
4 Gandara: Let the record reflect that a motion was made by Board Member Smith,
5 second by Board Member Eakman.
6
7 Baum: Board Member Gonzales.
8
9 Gonzales: Yes.
10
11 Baum: Board Member Eakman.
12
13 Eakman: Yes.
14
15 Baum: Board Member Garrett.
16
17 Garrett: Yes.
18
19 Baum: Board Member Smith.
20
21 Smith: Yes.
22
23 Baum: Board Member Williams.
24
25 Williams: Yes.
26
27 Baum: Chairperson Gandara.
28
29 Gandara: Yes.
30
31 MOTION APPROVED UNANIMOUSLY.
32
33 BOARD ENTERED CLOSED SESSION 10:53 A.M.
34
35 **VIII. THE BOARD OF DIRECTORS OF THE ANIMAL SERVICE CENTER OF THE**
36 **MESILLA VALLEY MAY CONVENE IN OPEN SESSION to take action, if any,**
37 **on the closed session items.**
38
39 BOARD RETURNED FROM CLOSED SESSION 11:36 A.M.
40
41 Gandara: We are back now from closed session. Let the record reflect that we did
42 not discuss anything outside the personnel issues pursuant to Section 10-
43 15-1-H(2), NMSA 1978. And two, let the record also reflect that we are
44 very pleased with Mr. Thacker's performance at midpoint.
45
46 **IX. Adjournment (11:38 AM)**

1
2 Gandara: And we are adjourned.

3
4 BOARD OF DIRECTORS

5
6 _____
Kasandra Gandara, Chairman

7
8
9 _____
10 Jess C. Williams, Vice Chairperson

11
12 _____
13 Jack Eakman, Board Member

14
15 _____
16 Billy G. Garrett, Board Member

17
18 _____
19 Ramon Gonzalez, Board Member

20
21 _____
22 Gregory Z. Smith, Board Member

23
24
25
26
27
28 ATTEST:

29
30
31 _____
32 Scott A. Krahling, County Clerk
33

Animal Services Center of the Mesilla Valley

Monthly Statistics Report-May 2018

INTAKE	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
City of Las Cruces										
Owner Surrender	26	43								69
Returned Adoptions	3	0								3
Seized from Owners	7	2								9
Strays (brought in by the public)	49	49					1			99
Strays (brought in by Animal Control)	126	119			1			1	1	248
Wildlife										0
Subtotal City of Las Cruces	211	213	0	0	1	0	1	1	1	428
Doña Ana County										
Owner Surrender	80	14								94
Returned Adoptions	1	0								1
Seized from Owners	7	1								8
Strays (brought in by the public)	57	26								83
Strays (brought in by Animal Control)	147	90	7			1				245
Wildlife										0
Subtotal Doña Ana County	292	131	7	0	0	1	0	0	0	431
Anthony, NM	14	15								29
Hatch, NM	0	1								1
Sunland Park, NM	4	0								4
Jurisdiction Unknown/Other	1	0								1
Total Intake	518	360	7	0	1	1	1	1	1	894

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
	4	2	4	2	0	0	0	0	0	0	0	0
Admin Missing												
Foster-Escaped												0
Foster-Lost Contact												0
Foster-Stolen From												0
FTA-Escaped	3	1										4
FTA-Lost Contact												0
FTA-Stolen	1											1
Offsite-Missing												0
Offsite-Stolen From												0
Shelter-Escaped												0
Shelter-Missing		1										1
Shelter-Stolen												0
Subtotal Admin Missing	4	2	4	2	0	0	0	0	0	0	0	6
Adoptions	72	34										109
Expired in Shelter	12	32			5			1				50
DOA	35	21										56
Return to Owner	80	5										85
Transferred Out (Rescues)	209	175					1					385
Wildlife Release	0	0									1	1
Owner Request Euthanasia	38	6										44
Euthanized												
Age - Too Old	3	0										3
Age - Too Young	0	0										0
Behavior - Aggressive - Dog	15	0										15
Behavior - Aggressive - Human	6	1										7
Behavior - High Arousal Level	2	0										2
Behavior - Resources Guarding	5	0										5
Behavior - Timid	0	0										0
Behavior - Timid - Fear Biter	10	0										10
Breed - Medical	0	0										0
Court Order	0	0										0
Eliminator	0	0										0
Failure to Thrive	0	3										3
Feral	0	4										4
Hit by Car	3	3										6
Medical Issues	7	32							1			40
Medical - Animal Attack	0	0										0
Medical - Distemper - TX	1	0										1
Medical - Distemper - Non TX	1	0										1
Medical - Fely	0	0										0
Medical - FIV	0	0										0
Medical - HW Positive	12	0										12
Medical - Kennel Cough - TX	0	0										0
Medical - Kennel Cough - Non TX	0	0										0
Medical - Liver Failure	0	0										0
Medical - Mange - TX	1	0										1

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Total
Medical - Mange - Non TX	0	0								0
Medical - Mass	2	0								2
Medical - Neurological	0	1								1
Medical - Parvo - TX	2	0								2
Medical - Parvo - Non TX	3	0								3
Medical - Pneumonia	2	1								3
Medical - Pregnant	0	0								0
Medical - Prolapse	0	0								0
Medical - Ringworm	0	0								0
Medical - Tick Borne Disease	1	0								1
Medical - URI - TX	0	1								1
Medical - URI - Non TX	0	4								4
Policy	0	0								0
Space	0	0								0
Space - Pitbull Breed	0	0								0
Subtotal Euthanized	76	50	0	0	0	0	1	0	0	127
Euthanasia Rate	14.7%	13.9%	na	na	na	100.0%	3	na	na	14.2%
Total Outcome	526	325	5	0	1	1	3	1	1	863

Public Services	City Clinic (includes outside surgeries, vaccinations, and microchips)	59	17								76
	County Clinic (includes outside surgeries, vaccinations, and microchips)	23	33								56
	Jurisdiction Unknown	0	2								2
	Subtotal Clinic In	82	52	0	0	0	0	0	0	0	134
	Clinic Out (includes outside surgeries, vaccinations, and microchips)	55	50								105

Grand Total	Intake*	518	360	7	0	1	1	1	1	1	894
	Outcome*	526	325	5	0	1	1	1	1	1	863

Statistics	Live Release Rate	82.6%	81.1%	#DIV/0!	na	100.0%	#DIV/0!	66.7%	100.0%	100.0%	82.0%
	Euthanized, Expired in Shelter, DOA	123	103	5	0	0	1	1	0	0	233
	Average Intake/day	16.7	11.6	0.2	0.0	0.0	0.0	0.0	0.0	0.0	28.8
	Average Outcome/day	17.0	10.5	0.2	0.0	0.0	0.0	0.1	0.0	0.0	27.8
	Average Euthanizations/day	2.5	1.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.1
	Average RTO/day	2.6	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.7
	Average Adoptions/day	2.3	1.1	0.0	0.0	0.0	0.0	0.1	0.0	0.0	3.5

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

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2018-20**

A RESOLUTION TO ACCEPT THE \$77,000 PETSMART GRANT FOR ASCMV'S CONSTRUCTION AND RENOVATION OF THE INFIRMARY AREA AND ADJUST THE ADOPTED FY18 BUDGET

The Animal Service Center of Mesilla Valley (ASCMV) Board of Directors is hereby informed that:

WHEREAS, the ASCMV received a grant from PetSmart, which the grant monies in the amount of \$77,000 to be utilized for the construction and renovation of infirmary area; and

WHEREAS, a budget adjustment is required to set up revenue and appropriate expenses associated with the construction and renovation.

NOW THEREFORE, be it resolved by the Board of Directors for the Animal Service Center of the Mesilla Valley:

(I)

THAT the budget adjustment reflected in Exhibit "A" attached hereto and made part of this resolution is hereby adopted.

(II)

THAT, once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY18 budget for the ASCMV.

(III)

THAT, ASCMV staff be and hereby are authorized to take any action necessary to implement and comply with the budget submitted and approved as part of this resolution.

PASSED AND APPROVED this 12th day of July 2018.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Kasandra Gandara, Chair _____ ___yea___nay

Jess Williams, Vice-Chair _____ ___yes___nay

Gregory Z. Smith, Member _____ ___yea___nay

Jack Eakman, Member _____ ___yea___nay

Ramon S. Gonzalez, Member _____ ___yea___nay

Billy G Garrett, Member _____ ___yea___nay

David Dollahon, Ex-Officio Member _____ ___yea___nay

ATTEST:

Scott Krahling, County Clerk

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2017-18

Exhibit "A"

	7441 ASCMV CAPITAL 2017-18			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
	RESOURCES			
Beginning Balance	\$ 145,820	145,820	0	145,820
Revenues				
Pet Licenses	0	0	0	0
Euthanasia	0	0	0	0
Vaccinations	0	0	0	0
Pet Micro-chip	0	0	0	0
Adoptions	0	0	0	0
DAC Return to Owner	0	0	0	0
CLC Return to Owner	0	0	0	0
Spay & Neuter	0	0	0	0
City of Anthony	0	0	0	0
City of Sunland Park	0	0	0	0
Donations	0	50,000	0	50,000
Other Revenue	0	32,471	0	32,471
Investment Income	0	0	0	0
City of Las Cruces	0	0	0	0
Local Grant	0	38,000	77,000	115,000
Operating Transfers In	955,000	955,000	0	955,000
Total Revenues	955,000	1,075,471	77,000	1,152,471
TOTAL RESOURCES	\$ 1,100,820	1,221,291	77,000	1,298,291
Expenditures				
Personnel	0	0	0	0
Operating	0	0	0	0
Capital	1,100,000	1,220,471	77,000	1,297,471
Transfer to 7441- ASCMV Capital Fund	0	0	0	0
Total Expenditures	\$ 1,100,000	1,220,471	77,000	1,297,471
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 820	820	0	820

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2018-21**

A RESOLUTION TO ADJUST THE ADOPTED FY18 BUDGET ALLOWING FOR ADJUSTMENTS WITHIN VARIOUS LINE ITEM BUDGETS AND TRANSFER ACCOUNTS DUE TO FINAL END-OF-YEAR REVIEW OF REVENUES AND EXPENDITURES

The Animal Service Center of Mesilla Valley (ASCMV) Board of Directors is hereby informed that:

WHEREAS, the ASCMV has prepared a proposed, comprehensive end-of-year budget adjustment for the ASCMV fiscal year starting July 1, 2017 through June 30, 2018; and

WHEREAS, the adjustments are necessary due to expenditure variances for FY18

NOW THEREFORE, be it resolved by the Board of Directors for the Animal Service Center of the Mesilla Valley:

(I)

THAT the end-of-year budget adjustment for FY18, reflected in Exhibit "A" attached hereto and made part of this resolution is hereby adopted.

(II)

THAT, once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY18 budget for the ASCMV.

(III)

THAT, ASCMV staff be and hereby are authorized to take any action necessary to implement and comply with the budget submitted and approved as part of this resolution.

PASSED AND APPROVED this 12th day of July 2018.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Kasandra Gandara, Chair _____ ___yea___ nay

Jess Williams, Vice-Chair _____ ___yes___ nay

Gregory Z. Smith, Member _____ ___yea___ nay

Jack Eakman, Member _____ ___yea___ nay

Ramon S. Gonzalez, Member _____ ___yea___ nay

Billy G Garrett, Member _____ ___yea___ nay

David Dollahon, Ex-Officio Member _____ ___yea___ nay

ATTEST:

Scott Krahling, County Clerk

ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2017-18

	7440 ANIMAL SERVICES CENTER 2017-18			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
RESOURCES				
Beginning Balance	\$ 740,031	977,213	0	977,213
Revenues				
Pet Licenses	75,000	75,000	0	75,000
Euthanasia	8,000	8,000	0	8,000
Vaccinations	29,000	29,000	0	29,000
Pet Micro-chip	50,000	50,000	0	50,000
Adoptions	65,000	65,000	0	65,000
DAC Return to Owner	13,000	13,000	0	13,000
CLC Return to Owner	30,000	30,000	0	30,000
Spay & Neuter	72,000	72,000	0	72,000
City of Anthony	7,000	7,000	0	7,000
City of Sunland Park	6,000	6,000	0	6,000
Donations	27,000	28,200	0	28,200
Other Revenue	21,146	23,646	0	23,646
Investment Income	16,535	16,535	0	16,535
City of Las Cruces	901,787	901,787	0	901,787
Dona Ana County	901,787	901,787	0	901,787
Operating Transfers In	0	0	0	0
Total Revenues	2,223,255	2,226,955	0	2,226,955
TOTAL RESOURCES	\$ 2,963,286	3,204,168	0	3,204,168
Expenditures				
Personnel	1,668,803	1,668,803	110,552	1,779,355
Operating	702,352	806,052	0	806,052
Capital	0	0	0	0
Total Expenditures	\$ 2,371,155	2,474,855	110,552	2,585,407
Transfer to 7441-	0	(355,000)	110,552	(244,448)
ENDING BALANCE	\$ 592,131	374,313	0	374,313
Required Reserve:				
Required 1/12th Reserve	197,596	206,238	9,213	215,451
UN-RESERVED BALANCE	\$ 394,535	168,075	(9,213)	158,862

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2017-18

	7441 ASCMV CAPITAL			
	2017-18			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
RESOURCES				
Beginning Balance	\$ 145,820	145,820	(2,708)	143,112
Revenues				
Pet Licenses	0	0	0	0
Euthanasia	0	0	0	0
Vaccinations	0	0	0	0
Pet Micro-chip	0	0	0	0
Adoptions	0	0	0	0
DAC Return to Owner	0	0	0	0
CLC Return to Owner	0	0	0	0
Spay & Neuter	0	0	0	0
City of Anthony	0	0	0	0
City of Sunland Park	0	0	0	0
Donations	0	50,000	0	50,000
Other Revenue	0	32,471	0	32,471
Investment Income	0	0	0	0
City of Las Cruces	0	0	0	0
Local Grant	0	★ 115,000	0	115,000
Operating Transfers In	955,000	955,000	(110,552)	844,448
Total Revenues	955,000	1,152,471	(110,552)	1,041,919
TOTAL RESOURCES	\$ 1,100,820	1,298,291	(113,260)	1,185,031
Expenditures				
Personnel	0	0	0	0
Operating	0	0	0	0
Capital	1,100,000	★ 1,297,471	(112,440)	1,185,031
Transfer to 7441- ASCMV Capital Fund	0	0	0	0
Total Expenditures	\$ 1,100,000	1,297,471	(112,440)	1,185,031
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 820	820	(820)	0

★ Pending approval - Resolution 2018-20