ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
BOARD OF DIRECTORS

AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on Thursday, September 12th, 2019 at 9am at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

I. Call to Order & Pledge of Allegiance

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

III. Changes to Agenda and Approval of Agenda

IV. Minutes
   a. Approval of the Minutes from the regular ASCMV Board Meeting held July 11th, 2019.

V. Reports/Presentations
   a. City and County ACO Reports – City Animal Control and County Animal Control
   b. Shelter Statistics/Activities – Clint Thacker
   c. Committee Reports
      1. Finance – Jack Eakman, Committee Member
      2. Executive – Lynn Ellins, Committee Chair
      3. Facilities – Greg Smith, Committee Chair
   d. Zero In 7 Update

VI. Discussion Items
   a. Executive Director’s Annual Performance Review

VII. Action Items
   a. Move ASCMV Monthly Board Meeting to the 4th Thursday of Each Month
   b. Resolution 2019-09: Approve A Fund Balance Policy For the ASCMV
   c. Resolution 2019-10: Establish A Fee Schedule For the ASCMV

VIII. Public Input

IX. Chair and Board Comments

X. Adjournment

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ANIMAL SERVICE CENTER OF MESILLA VALLEY

July 11, 2019 at 9:00 a.m.

BOARD MEMBERS PRESENT:
Lynn Ellins - Chairman
Jack Eakman - Vice-Chair
Manuel Sanchez - Board Member
Gregory Z. Smith - Board Member
David Dollahon - Ex-Officio Member
Vicki Lusk - Ex-Officio Member

BOARD MEMBERS ABSENT:
Kasandra Gandara - Board Member
Ramon S. Gonzalez - Board Member

I. Call to Order & Pledge of Allegiance (9:00 PM)
Ellins: Good morning. It's nine o'clock. Would you Board Member Smith lead us in pledge please?

ALL STAND FOR PLEDGE OF ALLEGIANCE.

II. Roll Call of ASCMV Board Members and Determination of Quorum
Ellins: Madame Secretary would you call the roll please?
Baum: Board Member Lusk.
Lusk: Present.
Baum: Board Member Dollahon is here. Board Member Gonzalez is absent.
Board Member Smith.

Smith: Present.
Baum: Board Member Gandara is absent. Board Member Sanchez.
Sanchez: Present.
Baum: Board Member Eakman.
Eakman: Here.
Baum: And Chairman Ellins.
II. Changes to Agenda and Approval of Agenda

Ellins: Clint are there any changes to the agenda?

Smith: Mr. Chairman. I move that we approve the agenda as presented.

Ellins: Is there a second?

Sanchez: Second.

Ellins: Are there any changes or amendments, deletions? Hearing none please call the roll.

Baum: Board Member Smith.

Smith: Yes.

Baum: Board Member Sanchez.

Sanchez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Chairman Ellins.

Ellins: Absolutely.

IV. Minutes

A. Approval of the Minutes from the regular ASCMV Board Meeting held June 13, 2019

Ellins: Moving on to reports and presentations. Oh the minutes. Pardon me.

Eakman: I would move approval of the minutes of June 13, 2019.

Sanchez: Second.

Ellins: Is there any discussion? Hearing none please call the roll.

Baum: Board Member Smith.
Smith: Yes.

Baum: Board Member Sanchez.

Sanchez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Chairman Ellins.

Ellins: Yes. Thank you.

V. Reports/Presentations

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

Ellins: All right the County ACO report.

Ward: Good morning Chair, Board Members. Mary Lou Ward Animal Control and Codes Supervisor for Doña Ana County. So go ahead and start in off for our June 2019 report. We'll start off with the number of animals picked up. We picked up a total of 345 animals. And to break that down we've got our owner release dogs, there was 13 of those, 10 owner release cats, 166 stray dogs, 75 stray cats, and 14 animals for care and welfare; 17 injured animals and 12 that were rabies quarantines. So that was a total of 307 that actually went to the shelter. Because on the other side if you look we had one livestock, nine snake calls, and 28 dead animals.

And our return to owners for June, we had 61 return to owners with a year to date, I just added that on this slide because I thought that was kind of nice to look at. We have 465 up to date. We had scanned 274 microchips last month and 32 microchips were found; 10 identification tags were traced back to the owners, and we had six visible tags. So the types...

Ellins: Why do you not scan dead animals? Because I would think that perhaps you would find the owner and at least the owner would be notified.

Ward: We do scan dead animals. If we look under that and I apologize because in the previous Board meetings I've explained the difference on some of the animals that were dead that we can't scan. Like if they're pretty much in pieces on the road and they're unscannable, we can't scan those. We will scan an animal that's passed away if it's scannable.
Ellins: Okay. Thank you.

Sanchez: Mr. Chair.

Ellins: Yes.

Sanchez: Ms. Ward. I just had a quick question.

Ellins: Board Member Sanchez.

Sanchez: Ms. Ward. I just had a quick question. The year to date, is that from January or the fiscal year?

Ward: January.

Sanchez: Very good. Thank you.

Ward: Thank you. So going on to the types of calls that we responded to. We took 828 calls for service for just the Animal Control portion of the department. And out of that we had eight of our cases went to court in June, 51 injured animal calls, we had two cruelty animal calls, 40 vicious animal calls, and 23 bite calls.

So if you look on the other side we educated or got compliance on 38 licensing microchips and 33 permits, 43 rabies vaccinations, and 77 care and maintenance ordinance violations. So the care and maintenance would be something like, you know the dog’s tied too tight, doesn’t have shade or water, and especially with the summertime coming we’ll probably see those numbers rise.

Going in to our spay and neuter project, I’m happy to say that our Board of County Commissioners just approved another funding for a continuation of our spay and neuter project that will give relief to the residents of the entire County, the unincorporated areas of the County. So we’ll be doing spay and neutering for those areas. So we’re happy to report that.

Going to the pilot project of the Doña Ana area, which is almost at a close because we’re just waiting on the numbers to come in from the SNAP program. But we’ve hit 1,695 residents and that’s going door to door educating the residents about the program, what it’s about, and getting a census of the animals that are out there in this area as well. How many dogs do you have, how many cats, are they vaccinated, and that type of thing. Are they male female? So we can kind of keep a census for ourselves. So the dogs that were fixed on that were 1,074, cats were 255, and homes with no animals were 679. We ran into 67 vacant properties where no one’s living. And so that leaves dogs that were intact were 361, cats were 41, and we left where people weren’t home, we’ve left 351 notices. We did give out 177 vouchers. Now each
voucher has a place for up to four animals per voucher. We're allowing six animals per household but we could give them two vouchers per household if we need to. So that gives us a total of 402 animals that were intact, not fixed that we have come across in this project area.

So going into our reports I just wanted to add because I thought it was important to show the Board on the number of hours that we've put into this as well, because it's very important on the education that we're putting out there. We put 432 hours of going door to door and educating the public on this. Administration hours are at 20 and I don't have the follow up hours yet because the project's not complete.

Reports from SNAP that have come back so far from us, and this is not by all complete, this has just been what's been reported so far. We've had 39 animals that were fixed. Eight of those animals were non-qualifying, we had four people unwilling to fix their animal for whatever reason and those people we will go back to and do a follow up to see what the issues were. Then at that point they'll need to get an intact permit. And then of course one was a feral cat.

And then finally going into our ACES project which I think is very important too because it incorporates our codes enforcement along with our Animal Control so it's a great partnership and it does a tremendous amount of educational outreach to the community. And we are in our seventh year of this project and we're closing this up for this fiscal year. Today the officers were out doing the follow up as we speak for the Vado area. But in La Union, we picked up 2.95 tons of trash in that community. Going in to door-to-door and educating them from Animal Control and codes, fining and zoning. We saw a total of 27.8% increase in compliance. In Salem 21.57% increase with a total of 12.7 tons of trash. Radium Springs was 30.19% increase with a total of 12.0 tons of trash. Anthony was 25.3% increase with 6.16 tons of trash. And in Vado, we haven't got that percentage yet because they're doing the follow up today but we did pick up 3.1 tons of trash and 3.02 tons of tires that were picked up from that community as a whole. So with that I'll stand for any questions.

Smith: Thank you Mr. Chairman and thank you Officer Ward. I appreciate the inclusion of the photographs. They seem to help make some of the points. Also your mention of the tires being picked up as we go into our monsoon season and we see mosquitos looking for places to lay eggs that certainly is helpful. But thank you for informing us of the broad range of things that you all are doing and you all taking on that reach. I really appreciate that.

Ward: Thank you.

Smith: Thank you. Thank you Mr. Chairman.
Ellins: Ex-Officio Member Lusk. It’s been a while since you took this program over from the Sherriff’s department. But you have any idea whether the Sherriff at that time was able to compile a kind of statistics that you present?

Lusk: During the time that we were with the Sherriff’s department our Animal Control and Codes still, that was during Todd Garrison’s Sherriff time. And those stats were compiled by Mary Lou at that time as well. From the very beginning.

Ellins: So they were as extensive as what you’ve been showing us?

Lusk: Yes. And each year and we’re fixing to have our workshop on July 25th where Mary Lou will bring out all the past years of areas that we’ve gone to and that’s what helps us to decide in conjunction with our Officers where the next one’s we will go to next calendar year or next fiscal year. And so those stats are really important because we can see the progress that’s been made and we do get residents from certain communities that want us to come back. And so we’ve got their list, their wish list basically but we look at how many times we’ve already been to that community and we try to spread the wealth and we go to different areas.

Ellins: I had a question that’s more about going into Anthony. Anthony is a municipality. All the other ACE projects were not incorporated. Did you actually go within the city or just around the fringes?

Ward: We will not go into the incorporated areas of any municipality unless we are partnering with them and maybe someone in their department, like their codes officer or their Mesilla Marshall or their Deputy, one of those that call us in and needs assistance, then we’ll work something out with them. But we will not just readily go into that community. We stay out of the outskirts and in unincorporated areas and that’s where we concentrate.

Sanchez: Mister.

Ellins: Board Member Sanchez.

Sanchez: Thank you. Ms. Ward, and actually Ms. Lusk. I was curious, I had two questions. One do you have a calendar or a schedule set for the ACES program for this fiscal year yet?

Ward: Well this fiscal year is over. Today’s the last one that we’re conducting and we’re closing it out. Like Vicki said we will have our ACES project July 25th and so I will just like to say to any of the Board Members, Commissioners, if there’s any area you prefer and you would like for us to
concentrate on please send us an e-mail with that so that we can look at it and we can incorporate it into our next calendar year. Because that will be set on July 25th. And then what we do is we also set off the roll offs to come in that area because the ACES project will go into that community and we set it up to where we'll go a week and a half later back out to that community with a roll off that provides the residents a way to come into compliance. So we not only have a roll off there, we have the microchipping, we have you know the vaccinations. Everything happening in that rural area as much as possible. And then of course our next ACES comes back to do the follow up to see where we are in compliance.

Sanchez: Okay. Very good then. I think that was one, I think I mentioned last time I think that's the one thing I continuously hear from my constituents is just how, the positive feedback I get from you all from that program. From that and SNAP, so that's why I was asking. I just wanted to see, I think they're anxious to find out when we might be back in there communities.

Ward: Yes. Thank you. I will send out a calendar once that is created for the next fiscal year and I will send it out to all the Board Members and Commissioners.

Sanchez: Great. Thank you.

Ward: Thank you. Any other questions? Thank you.

Ellins: City ACO.

Jimenez: Good morning Mr. Chairman, Members of the Board. My name is Gino Jimenez, I'm the Animal Control Supervisor for the City of Las Cruces. I'm going to present you my June 2019 numbers. First of all, we responded to 512 calls for stray animals. Of those 191 were GOA. We were able to apprehend 327 strays. We impounded 292 animals, 133 of them were dogs, 154 were cats. We were successful in field RTO-ing 35 animals back to their owners without them going to the Animal Shelter. We were unsuccessful in returning 38 of those for whatever reason. Maybe nobody was home, they were unable to secure, so those animals ended up going to the Animal Shelter. So we had a total of 73 identifiable animals.

Ellins: Do those animals that you returned to the Shelter, do they later get reclaimed to any extent?

Jimenez: That would be a question for Mr. Thacker. That would, he's the keeper of that data.

Ellins: Can you tell us the status Mr. Thacker?
Thacker: No. We'd have to pull that specific numbers on that specific month. I believe it's going to be in our quarantined, or our quarterly report in the Director's report that's coming up next.

Jimenez: Going on to our next slide, this is our three-year comparison for our stray animals. As you can see for the month of June 2019 we responded to 518 reported strays. So for a total of the fiscal year we responded to 6,468 calls for strays.

This is our three-year comparison for field RTO's. This month we had 35 which we are very, very consistent across the board, for a total of 550 for this fiscal year, Fiscal 2019. And I will stand for any questions.

Ellins: Hearing none we'll move on. Thank you.

Smith: Mr. Chairman. Sorry I didn't press quickly enough.

Ellins: Board Member Smith. You got to be quicker.

Smith: I apologize. And Officer Jimenez thank you so much. I think that you, it looks to me like based on the annual Fiscal year reports that we are seeing that we're really fairly consistent throughout those years. Is there anything that sticks out for you as far as anything that we might notice as being something distinct between those years? As I said the chart looks pretty consistent.

Jimenez: Mr. Chairman, Board Member Smith. Our numbers are pretty consistent. One thing that we have seen is a huge decrease in bites over the last couple years. So if we continue to follow that trend we, of course we've set our PEAK Performance numbers and that is for that number to go down by 30% from last year. We met that goal at 27%. So our reported bites are going down tremendously and they have been over the past five years. So that is one number that it spikes some interest for us, however, you know the reported strays, since we started collecting data, these numbers are pretty consistent even if you go back to 2014, 2015.

Smith: Well thank you Officer Jimenez. I think the number of bites going down is good news. I appreciate that. Look forward to that continuing. Thank you very much. Thank you Mr. Chairman.

Ellins: Thank you.

Jimenez: Thank you sir.

B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives

Ellins: Shelter report. Mr. Thacker.
Thacker: Good morning. For presentation today we have the Shelter statistics for June. Also in this is going to be the second quarter of reports for the Animal Services Center.

So Shelter statistics for June. Total intake 526 dogs, 492 cats, 26 others for a total of 1,044 animals. So that shows a significant increase since 2018 of the same time period where we had 894.

Ellins: To what do you attribute to the increase?

Thacker: I'm sorry?

Ellins: What do you attribute the increase to?

Thacker: We're going to go through and see which ones are up. They're both increased in 2018 for dogs and also for cats. One thing we can attribute to is the more successful we are the more we put a word out that "hey look what we're doing. We're doing great things" and that does have a negative affect because people say "hey they're doing great things. Let's take the animals in, we know they're not going to be euthanized or they're not going to have something bad happen to them or they'll get them out quickly." So we can contribute that portion to the success we're having means more animals do come in and that's very common when shelters are trying to turn that corner.

So the June outcomes had 181 adoptions, 106 reclaims, 187 sent to rescues, 126 community cats, euthanized was 163, for a live release rate of 78.7%. When you compare that to June of 2018, more adoptions happened 2019 with 181. 106 reclaims, community cats was more and our euthanasia was more with smaller percentage though and live release rate was that 7/10ths higher, that 78.7%. The current total animal count as of yesterday when Bernice did this beautiful spreadsheet with the PowerPoint is 719. It's down from last year where we were at 743.

Now for some mid-year statistics for the quarter. This is an intake chart January through June of 2018 to 2019 comparison. So the dark green is 2019. You look at and we're at 4,788 for intake. And see that's down from last year at this time which was 5,096. We look at euthanasia's and they're up just a little bit at 582. Three portions on this one: reclaims, adoptions, and rescues. Again you want to look at that green bar on the end. 597 reclaims so it's down about 100 from last year at this time. The adoptions are up 1,180 adoptions compared to 883 of last year. And then rescues were at 1,572 this year compared to the 2,214 from last year. But the thing we're seeing, the big decrease on that is everybody is full. We are contacting people we have never even thought of last year. We're contacting small rescues, large rescues, everybody is moving animals in odd different places they're trying to put them. So we continue to ride that
train and we're taking animals the best we can every places but, like I said, different places every body's full we're looking at.

Our euthanasia comparison, dogs are at 369 compared to the 511. Cats are at 206 compared to the 322 of last year. Brings a total of 582 or 11.9% compared to 865 from last year. So this is a category where less is good. Our live release rate, dogs is 82.6% where last we're at 84%. Cats are right holding steady at 83.2% and 83.3% for the last two years. And then for a total of 85% live release rate which is up from 83% of last year.

Eakman: Mr. Chair. Before we move on, I wonder Mr. Thacker if you could provide us a number next month. And that would be what level of intake can we absorb and still have a 90% live release rate. That would require some, little bit of algebra and a history of what we've done in the past 12 months. But to your best reckoning what level of intake can we handle and still have a 90% live release rate? I understand that would be just a guide because things change. As you said you're having trouble finding any other place for the animals at this time as an alternative to our Center. But I think that would help me tremendously when I see our intake go up by 150 over the previous month of the previous year. And perhaps that would be a form of education once we get that number.

Thacker: Yes.

Eakman: Is that possible?

Thacker: It'll be difficult because a lot rides on that 90%. It's not just intake. You also have many animals leaving the Center as well. But we can come up with something that hopefully will be algebra true.

Eakman: It would be worthy of discussion.

Thacker: Yes. Definitely.

Eakman: Thank you.

Thacker: So total Shelter surgeries, January, February, March, April, May, and June. So that's this first quarter comparisons. Looks like in the Shelter is 146, 55, 152, 137, 101, 105. I'll let you look at that just for a second to soak those Shelter numbers in.

Ellins: That public figure will disappear at some point, will it not?

Thacker: I don't think so because I think, are RTO's Bernice included in public. Okay. So when we say "public" what that is is return to owners come in and they get their animal from the Shelter. Owners of animals come in, get their animals that are captured or brought to the Shelter so they're
called the Return to Owner, RTO. Those animals are considered a public
sterilization and so those are counted. We can relabel it if you'd like. But
that number will not be going away, no.

Ellins: All right. The reason I ask is because we had a program where people
could voluntarily bring in an animal. That program is ending.

Thacker: Yes we are not accepting public animals coming, just coming in saying
"hey I heard that you guys do sterilizations". They all have closely to do
with the Shelter. Bernice just reminded me it also includes rescues as
well, coming from.

So our volunteers, currently 34 families with 87 animals in our
foster program. We also encourage everybody to volunteer and all hands
on deck come and volunteer at the Animal Services Center. We are listed
on the Just Serve website which is a great website for people who are
looking for opportunities to come and volunteer. So we're listed on there,
give us a call, dog walking, cat socialization, off site care. All great things
we have that people get involved in and come and walk dogs. It's
amazing the benefit that those animals get from just a simple walk in the
park. 167 animals in the foster to adopt program. This is some of the
surgery numbers for June 2019. A total of 344 shelters were performed in
June.

Some of the education. We have 914 people come in looking to
adopt or adopting, 217 medical reasons, looking for missing pet 299, ones
that found a stray 91, owners surrenders 34, purchase pet license was 65,
rescues organizations 22, euthanasia cremation 14, other was 130, and
no reason given was 64. Total visitors was 1,850 and total visitors in June
of 2018 was 3,127. So it's interesting how we have total visitors that are
going down, however we've had a lot more adoptions in this quarter than
we did last quarter. So that's something interesting to look at. And it's
also to look in June 2018 of why we had so many visitors for that too.

We continue to do community outreach. We're on radios and work
well with our advertising campaign at Wilson Binkley. We're in
Dog'Cruces magazine, classifieds, Facebook, and the DACHS Senior
Program is, we had three dogs and one cat. That program for those who
don't know is if you qualify as a senior citizen then the Doña Ana County
Humane Society pays for your pet's adoption. And we send them a
picture and it's a great opportunity for DACHS to still be involved in the
Animal Services Center. So we welcome that partnership.

Some of our animals we have at the facility. The reason why I like
showing these pictures is because it shows a lot of people believe that
animals at the Animals Services Center or any shelter are, something's
wrong with them. That's why they're there. They're broken or, but these
animals are awesome. They're healthy. They're just waiting to go home
with a great family. And that's the end of the presentation. Questions.
Ellins: Board Member Smith.

Smith: Thank you Mr. Chairman. Thank you Mr. Thacker. I believe it's slide number 11. If you could go back to that please Mr. Thacker. I don't, I think with the wide diversity of things that are happening at the Animal Services Center I hate to focus on any one thing specifically because there is so much and there is so much progress. But I think one thing that I was seeing there. Okay, maybe it was 12. The live release rate. That to me is sort of a sum expression of what's happening is the live release rate and even if we're not achieving the 90% every single time we're certainly getting closer and closer. And we're accomplishing I think a lot with those other things that you've shown us on the graphs. That these animals are the difference between this and what you saw in the euthanasia charts and those kinds of things. It was just huge. So thank you for those efforts and that's where I would say this particular one shows me that we're making really important progress. The live release rate, even though there are so many other things going on, basically speaks to the efforts that are being made. So thank you. Thank you Mr. Chairman.

Thacker: You're welcome. We continue to have, it's been a slow process. I'll tell you that. And it's going to continue to be a slow process for that. I have every confidence in my mind that we will get to that 90% benchmark. But it will take time because there are several things that need to come in to place and there are also several things that the public is going to need to work with us to do so as well. Because this isn't, this is by no means a one-man band. We have to figure out how the community is, can step up and take some responsibility for these animals. And that includes, maybe there's going to be when we meet later in August and we talk about our fees, maybe that does include the owner surrender fee. Maybe that does include having to meet with us before you can surrender an animal. And I can tell you right now the public is not, it's changed and it's hard to adapt to that change. So the public is going to have to also look at those and see that there is something that's going to have to turn over to the public as a form of responsibility, I guess you could say.

Smith: Thank you Mr. Thacker. Thank you Mr. Chairman.

Ellins: Anything further?

Thacker: I do have one other thing further. In a meeting yesterday we had with the City and the County it was asked that we stop doing the trap/neuter/return program and instead of going out and blasting on Facebook that the City doesn't want us to do this, we're not going to act that way. What it is is we were performing the trap/neuter program against what the ordinance stated. So the City ordinance and the County ordinance states that you have to have a caregiver for these cats.
Speaking to our attorney, our attorney said that if that’s the best way that we have to let these animals out is by sterilizing them and vaccinating them, clipping it’s ear, microchipping them, then we’re okay. But it was expressed to discontinue the program either two things; either one we get caretakers that are going to come on board and they’re going to do as the ordinance says; or if there is an ordinance change where the current ordinance does allow trap/neuter/return program. And that change is hopefully going to be happening by the end of the year. So that’s what we’re going to do. We’re going to be pushing on social media and also website, phone calls that are coming in that we’re not stopping the trap/neuter program as say we are going to stop Animal Services actively releasing cats in the area they came from. But if you want a trap/neuter/return colony in your area, then somebody’s going to have to step forward and register. And we’ll follow that ordinance as stated.

It does mean that we are going to have to euthanize more animals. We’ve seen, or more cats specifically. We’ve seen the last five, six years I believe that this, the caretaker registration has been in effect that they’ve had one person come forward. We’re hoping that that is not the case as we push forward and say "this is what we’d like to have is more caretakers so we can get these animals out". But I’m going to have to have staff euthanize healthy adoptable cats in order to keep feral cats for the three days that the law requires. So just to let the Board know that these numbers are going to change.

I’m working closely with the City and also with the County. Like I said to promote that the caretakers to register. I don’t feel like the City and the County is out to get anybody for registering a colony. They just want somebody who’s going to be responsible in case something happens. There’s differing opinion on that. I admit that right here and right now, but we are going to follow what the ordinance states.

Ellins:  Does that conclude your report?

Thacker:  Yes sir.

Ellins:  Thank you.

C. Committee Reports

1.  Finance - David Dollahon, Committee Chair

Ellins:  We’ll move on to Committee reports. Mr. Dollahon, finance.

Dollahon:  Mr. Chairman. I’m going to defer to Mr. Saffell for the details that are covered within your packet and then we’ll have a little bit of discussion of what we had at the end of year, the June meeting for the Finance Committee and part of it will relate to the end of year budget adjustment.
Saffell: Good morning Mr. Chair, Members of the Board. My name is Josh Saffell and on behalf of the Finance Department I would like to present the unaudited financials as of June 2019. On our balance sheet that's going to be page one in your packet, the Statement of Net Position. We're showing the general fund has about $271,000 in cash and $1,000 in receivables. There are total liabilities of about $63,000 and overall the fund balance is at $209,000. What this means is that there is a negative unassigned fund balance of $33,000 which is dipping into that fund balance reserve that's been set aside.

In our operations, this is page two Statements of Revenues, Expenditures, and Changes in Fund Balance. We're showing the general fund has about $2,834,000 in revenue and $2,845,000 in expenditures which is a net change of negative $11,000. Also if you look at page three, the Statement of Revenues, Expenditures, and Changes in Fund Balance budget and actual in your packet, we see that the total revenues are at 100.3%. So that's right there almost at target of 100%, a little over of budget and total expenditures are at 98% of budget. So that was a little under budget which is nice.

Here we show our actual revenues compared to budget. The actual revenue of $2,834,000 is mainly due to Doña Ana and City contributions as per our Joint Powers Agreement. In the expenditure comparison we can see that almost all of the categories are under that 100% target. The only one that isn't is personnel which is at 101.4% so that was slightly higher than what was budgeted.

In our Capital Projects fund, we're showing cash of $26,000, a liability of $31,000, and overall a negative fund balance of $5,000. So that will conclude the June financial report. Are there any questions?

Ellins: Board Member Dollahon.

Dollahon: Board Members. We had a meeting in mid-June for the end of year financials. We knew this was probably coming. Your end of year adjustment for the resolution when we get to that point includes a contribution back from the Gifts and Memorials fund. That is unrestricted and we're going to use that money to cover the Capital fund shortfall that $5,187 on page one in the Capital fund. As far as the negative unassigned fund balance, we're proposing to that $33,104 is currently unaudited, correct?

Saffell: Yes sir.

Dollahon: But that is a hard number at this point. There are other numbers that we're anticipating coming through. When we were discussing it at the Finance meeting we thought this number was going to come in to the close to $100,000 mark. So that is, or $110,000 mark. That happens to
work out to be around the administrative fee that the City charges per the JPA. One of the things that we're going to propose, and I'm challenging our Finance staff and ASCMV staff to work together on this, the issue that we have is we're going to propose to the City Council to give that administrative fee back. That is subject to the City Council approval at their end of year adjustment.

We, I feel and Finance staff feel that we are in a position to afford that. However, that gets us back to the issue going forward. If we don't cover this negative we are going to have the non-required 1/12th reserve at the end of the year per DFA regulations. We will probably also have an audit finding on our budget fund balances. So that's a pretty well forgiven. That's a pretty well given.

I will tell you this budget didn't include some capital for equipment that was much needed at the Center that we're not going to have next year. Which will help with operating but we are going to have to tighten our belt. And in previous years there was some serious underspending and not utilizing the budget that was given to them. The budget that we have and we probably need a little more to ensure we have the reserve is what I believe and I think Clint will get up and tell you, that this is what we need to operate the Shelter. And while it's unfortunate and we have a fix, it is not ideal.

So the budget adjustment on the administrative fee coming back from the City is an action of the City Council and does not require action of this Board. It will just come back to you and it will cover your budget fund balances. But that is ultimately the decision of the City Council and I cannot speak for them, and won't even try. And so I, but we wanted you to be aware, but that's where we are. I think it will be better next year because we don't have serious capital expenses, but we are going to have to seriously watch our day-to-day expenses.

One of the things that I helped facilitate is we were using still credit cards, City P-cards, to buy medicines and foods. That has been solved. I thought it had been previously solved but it is now definitely solved. We have a purchase order with our food company and also with our medicines company. I can tell you I'm not happy about this but we will have to be more diligent everywhere. We need to be looking at every expense going forward at the Shelter. My opinion. Thank you.

Ellins: Is there further comment by the Board? Thank you.

2. Executive - Lynn Ellins, Committee Chair

Ellins: Board Member Eakman will give the Executive Committee report as I missed most of the meeting yesterday.

Eakman: We have met and we discussed some of the following topics. We're getting ahead of the curve for the evaluation of our Executive Director that
is due to be completed in November. So we're working with the Human Resource Department here at the City and we will begin the evaluation process. The Board will do that starting in September of this year. We had a general discussion on some of the challenges we're facing. Some of them financial, and we talked about scheduling and we did schedule a closed session on fees that'll be conducted on August the 6th and location yet to be determined.

We also discussed that we'll be, I'll be mentioning to the Finance Committee on which I also serve, we'll have to start on our budget probably in January for the next fiscal year. So that we can get any adjustments necessary to the City and County to meet their schedule as they go through the budget process. If you'll recall, no request for additional funds from City or County handle was asked for for about an eight-year period and then we had to make up a huge deficit. Whereas if we'd have just simply had a 3% increase each year, that would've been the same amount of money that we tried to catch up with. I think if we can get our budgeting in line with the needs of the County and the City then we're going to be in a much better shape and hopefully we can make a good enough argument that the City and County will see the need to perhaps increase their contributions. And that was the extent of our Executive Committee.

Ellins: Thank you Board Member Eakman.

3. Facilities - Greg Smith, Committee Chair

Ellins: Board Member Smith.

Smith: Thank you Mr. Chairman. Facilities did not meet this month. Our regular meeting time happened to coincide with July 4th, but we were also assured by Mr. Thacker that there really wasn't anything specific that needed our attention this time. So we don't have a report. Thank you.

Ellins: Where do we stand on the remodeling? Is it finally done? Are the cat cages in or whatever?

Smith: The remodeling Mr. Thacker probably can address whatever is still hanging out there. But I think we're pretty close to it complete.

Thacker: We have very few items left to complete. First off we have some doors that need locks. They're internal doors so the core of that lock, the doorknob still needs to be put in. I was assured that they'd be done yesterday. Did they come by? As we know of not yet. And then the last one are the cat cages that are still in production. We are being told the end of August it looks like we can get those in. The other project going on right now is where the house used to be. We're putting, we have that
grant from PetSmart Charities that the house is gone. It was demolished. They've poured a pad out there now that has gutters on both ends and a kennel. They have a big, beautiful, bright lime green, same as our logo awning that stretches over it. That also has electrical through it so that will be great to cover everything, provide shade. It's similar to the playgrounds that have the fabric over them. We're waiting for the cement to properly cure so we can seal it and then put kennels on top of that. So that is all to be done. It's a separate project than the remodeling and that's supposed to be completed by the 30th of July.

Smith: And Mr. Chairman if I may ask Mr. Thacker. We were basically holding off on the grand opening, ribbon cutting till the cat cages had gotten in. Are we still using the as our hallmark as far as when we're going to do that?

Thacker: I would. It would just seem counterproductive to have an opening of a nice big beautiful building and have cats still in the wire cages there in the new room. So we are waiting for those cat cages to come in.

Smith: All right. Thank you Mr. Thacker. Thank you Mr. Chairman.

Dollahon: Mr. Chairman. May I ask Mr. Thacker a question? Has Facilities given you an update on the air conditioning study for the back unit and can ... I haven't seen any e-mails on that lately. I was wondering if you had had any status updates and that's the one the City's paying for.

Thacker: Yes, correct. That one is continuing to move forward. It's the same. There's no change as of the last Board Meeting as far as they did the study, we have the results, we talked about those last month and now a quote is just being done so we can do a request for proposal to be sent out. Hopefully I believe the project manager, I don't want to misquote him but I think he said by the mid to end of July. So we're in mid-July, probably the end of July is when that RFP is going to be sent out to clean, how to go about cleaning those areas.

I had a meeting yesterday with the individual who wanted to know from the company that's going to be doing the HVAC repairs, the new HVAC, of the location of the power panel. So that's continuing to move forward as well.

Ellins: Thank you.

D. Zero in 7 Update

Ellins: Moving on to the representative from Zero in 7. There she is.

Gilbert: Good morning Chair and Board. I'm Jean Gilbert, secretary with the Coalition for Pets and People. Here is the Coalition's Mission Statement
which was adopted in March 2017. And here is a listing of the
organizations that are here in the area. And here is a listing of activities
that the Coalition has been involved in and we have supported during the
month of June and these activities will be reflected in the next four slides.

Here you see a picture of Jackye Meinecke who is a community
activist for felines and the leader of Project Save the Kitten and she was a
presenter June 16th at the Unitarian Round Table. And Jackye discussed
ways to increase positive outcomes for cats within the 12 point no kill
equation; such as establishing a transport team and securing more outlets
to help cats get adopted and many other resources and services that we
are in need of. The pictures here were taken following Jackye’s
presentation and it can be noted that it was good attendance considering
that it was Father’s Day. It was a Sunday and it was Father’s Day. Here
you see Paul O’Connell who is the coordinator for Round Table and you
see Jackye Meinecke who was of course the presenter. And you see Rick
Hahn who is the Chair at the Coalition.

The ACES cleanup with Carlos with County Animal Control was on
June 15th and that was another Coalition supported event with ACTion
Programs for Animal and a Spay Neuter Action Program, and this was in
Vado at their community center. And here you see Rachel Snow with
SNAP. She was there issuing spay/neuter vouchers. The event included
a vaccination clinic with Dr. Carver and there was microchipping and that
resulted in 14 implants. And you can see some of the dogs in the picture
on the left that were part of getting the services there. They’re actually
four dogs. I don’t know how well you can see them in that picture.

And here is another event that the Coalition was involved in with
ACTion Programs for Animals and also SNAP. And that was at Better Life
Pet Foods. Let’s see there were 28 microchip implants done and one
update. And you can see some of the people there that were waiting in
line for the services.

Here are SNAP’s stats for January through June. And the vouchers
issued were 1,013. The breakdown is 681 dogs and 332 cats and the
vouchers for the clinic were 196. SNAP issued 73 vouchers which
included their two mobile clinics for the month of June. And there aren’t
any clinics scheduled for July but there will be two; August the 6th and
August the 19th coming up next month. And here you see Rachel Snow
representing SNAP at this event.

Here are APA stats and pictured you see three of 23, three
adoptions out of the 23 that they had for the month of June. And there
intake was 51. They had nine transfers. Animal Village in Alamogordo
and Enchanted Pass in Chaparral were part of the rescues that helped
with the transfers. APA did 47 microchips for the month of June and they
had a total of 118 adoptions year to date. So that is January through
June. Here you see Susan Moorhead pictured. She is the foster mother
for our mom for bottle baby Harley and showing this photo because this is
part of the work that APA does is they help cats at risk and those that
have to be hand bottle fed. Harley came to APA as a newborn kitten with his eyes closed and he was premature and there was no mom cat in sight. So Susan fosters for APA and she also works. This picture was taken at their thrift store.

Leeta was recently adopted after, and this photo I think is important too because it shows that you have businesses and agencies, organizations. Calista Animal Hospital who here is showcasing cats for adoption and this is another way that we're getting animals adopted. So the success of these along with Mesilla Pet Resort certainly illustrate that we need more venues like this to help cats. And this is something by the way that Jackye Meinecke talked about in her presentation at the Unitarian Church for Round Table.

ACTion Programs for Animals has changed their thrift sale hours from 7:00 to 11:00 on Saturday and Sunday for the summer. And I'd mentioned Mesilla Valley Pet Resort has helped by showcasing APA shelter, APA cats and they also do a lot more. They provide their facility for dog training, which you know Doug Baker does who's their PAWS, prisoner trainer. They do a lot of things, Mesilla Valley Animal Resort. In fact they held a fundraiser recently for APA. So they do a lot of awesome work. And APA certainly has to do a lot of fundraising to meet their needs and with the volume of animals that they rescue from the Shelter. And coming up now is going to be their, this coming Saturday is their Mulligan for Mutts golf tournament there, seventh annual tournament.

Here we start the HSSNM report and here you see Frank Bryce president at a Check the Chip event on June 17th. Nine dogs received chip implants with one registration updated at that event. HSSNM is holding Check the Chip events now twice a month with UNcaged Paws. And we're doing them at the under the, call it market value, whatever. We're doing them at the bargain price of $5 each.

Let's see here you see a picture of me. I'm here at Mesilla Rec Center, their summer program. One of their teachers specifically requested an anti-chaining, for it to be an anti-chaining theme. So I did the presentation to two groups, two 45-minute sessions and the teachers received complimentary education materials that included the book by the Unchained.

Here are the Humane, let me see where are the Humane Society's stats? I think I might have not put, oh here we are. I almost missed it. All right here are stats and we have 32 adoptions January through June. Our helpline calls are 600 and humane ed is 179 sessions.

Cans for Critters, we donated towards Blaze. The store about Blaze is that he was riding a five month, he's a five-month-old dog riding in the back of a pickup on a 100-degree day and the owner comes to a sudden stop and the dog is thrown out of the car and the driver runs over him. And then abandons, decides that he can't afford the medical expenses. So UNcaged Paws went ahead and took the dog I believe into their foster and so have been raising money. And HSSNM, we donated
over $300 for the dog and $60 of that came from that Cans for Critters
program.

Here is Tails from the Shelter and Tails rescued Simba here. They
and Uncaged Paws helped Simba who came from a Roswell, group of
Roswell dogs that were rescued in 2016. And Simba was adopted a year
later or so and then now you see Simba with his owner Anthony there.
Laura passed away and Anthony is pictured on the right with Simba. And
Simba now faces surgery. So 2 Hearts 4 Paws is trying to help now raise
money for this dog. The good news is that an animal advocate found
$100 bill and was able to help get the, pitch in for the fund.

Cat's Meow, here is a picture of their feral cat enclosures. This
enclosure was built in the name of Jake Sims to house his cats and in a
minute I'll show you a slide of Jake to refresh our memory there. But
board members and Cat's Meow volunteers trapped Jake's ferals. There
were four of them that lived outside at his realty office and they relocated
them and acclimated them now to this pen and three others cats. So it
houses seven and that's about the capacity for that. Cat's Meow has 37
cats in their adoption center and another 25 or so in their foster program.
And I think this is an amazing statistic that they've adopted 68 cats year to
date. So I think that is really amazing. And that included a long-term cat
who had been with them since Cat's Meow established in 2014. They're
planning a fundraiser in August. It'll be at the Fountain Theater and
they're asking all of us to stay tuned for that. Here is a picture of Jake
Sims and we talked about, I talked about just a minute ago how the feral
enclosure was built in his name because he was one of the founders of
Cat's Meow.

Safe Haven Animal Sanctuaries had a busy month with adoption
events, fundraisers, and a pet food drive. And they've had 19 adoptions
ear to date which includes the adoption of this little corgi mix here named
Daisy. They held a patriotic photo booth in the month of July and over in
the, you see pictures from the photo booth. And then the boxes on the
right hand side there, the blue box is the sanctuaries contact and hours
and their address and then in the peach colored box is the address for the
thrift store and their phone number.

Broken Promises reports progress on the trapping of the last of
three cats in a colony belonging to a woman who's really been doing most
of the trapping herself. And Broken Promises caught Sugar recently and
so now they only have the mom cat and the brother to trap. A surprise
discovery for them and a real bonus was seeing a discernable ear tip on
one of the cats. So somebody trapped that cat which is a nice thing. In
addition to Broken Promises TNR work, they help community and helping
community cats, they run a sanctuary on their premises as well as
managing the cattery at PetSmart. And they assist the Shelter in many
ways. In one way is Highway to Health. Here you see a picture of Flora
and Fauna. And Fauna who's pictured left was attacked by a dog and was
in really bad shape and quite dehydrated, but now the kittens are doing quite well thanks to Broken Promises.

Next is Cherished K-9's. Cherished K-9's, this is a picture of one of their long-term dogs who found a perfect match recently. And he's named Wiggles because his whole body moves when he wags his tail. Cherished K-9's continues to help the Shelter with moms and pups like this one pictured here. These were, this mom and the five puppies were found on a roadside, abandoned on a roadside. Cherished K-9's has been very successful with adoptions like Meadow who is the little Yorkie mix pictured in the one on the right and as well as transfers. They've transferred a lot of their animals and recently some went to Colorado.

Here you see Carla Baker with the Las Cruces Dog Park Coalition. Regina Belford presenting a check for Cherished K-9 in the amount of $300. And the picture's taken at Pet's Barn where Cherished K-9's holds adoptions twice a month and they feature, let's call it a mega adoption promo but they feature upwards of even 50 animals at their events there.

Doña Ana County Humane Society. This is a picture of a couple of dogs that received help through their R-Fund. Their animal relief fund. So pictured you see Bella who was in dire need of dental surgery and then you see a Shepard mix who tried to scale a fence, a wire fence during a thunderstorm and required treatment with a lot of stitches. And the other Doña Ana County Humane Society services are their Ruff to Ready which is an obedience they offer for pets who are adopted from the Shelter. Because their mission is helping the Shelter and as Clint referenced in his report which he showed, I believe there were four adoptions three dogs and a cat for the month of June that were through their Pets for Seniors program where they, the Doña Ana County Humane Society pays the adoption fee for seniors.

Doña Ana County Humane Society and SNAP co-sponsor Yappy Hour which is a pet social that’s held at the D.H. Lescombes Winery in Mesilla. And that's held on the third Wednesday of the month, March through October. And so this one will, is coming up is July 17th.

UNcaged Paws holds Check the Chip events twice a month with the Humane Society and these pictures were taken on the, were just taken last Saturday. But they hold the Check the Chip events the first Saturday of the month at the Farmer's Market and on the third Monday of the month at Buchman Insurance located on Telshor. And pictured here you see Kelly Barker who is director of UNcaged Paws, Tails from the Shelter. And you see her with team member Denise Byer and they're assisting the public with Check the Chip at the Farmer's Market. And in addition to helping community animals here, UNcaged Paws/Tails from the Shelter has been, part of their history is helping Roswell dogs at a high kill shelter. And here you see three out of a group of six or seven that they helped very recently and placed in foster.
Forever Homes Animal Rescue is based in Alamogordo with Las Cruces animal advocate Jamie Jones serving as the Las Cruces Forever Homes Animal Rescue coordinator. And they transported 88 animals in the month of May and they were mostly dogs. I don’t have their number for June. Pictured here you see a couple of dogs that are from our Shelter here that Forever Homes Animal Rescue pulled and transported to a rescue. And then also pictured you see a small little terrier mix who Jamie Jones fostered for a while until the owner claimed the dog.

And here is the dog park. The Las Cruces Dog Park and here you see canines enjoying their splash tub at the Las Cruces Dog Park for cooling off and then also pictured you see a couple of their volunteers who are doing the monthly wash down at the park, which they do the first Saturday of the month.

And the last slide is the Las Cruces Pet Network which advocates for many of us here in the room are part of the Network. And we advocate for animals that have a host of needs and hopefully we’re helping them bypass the Animal Shelter. And we do it through social media and e-mail notices using our list of services. Coda is an example of an animal who has come through the network who needs to be rehomed and we’re trying now to help the dog get a home. Dee Dougil and Randy Meyer are the primary people that do the distribution work and their e-mails are listed there. And that concludes the report. I don’t know if you, any of you have any questions or comments.

Ellins: Board Member Smith.

Smith: Thank you Mr. Chairman and thank you Ms. Gilbert. As always it’s just so heartening to see so much being done and so much collaboration. So I don’t have anything specific just thank you.

Gilbert: Thank you.

Smith: Thank you Mr. Chairman.

Ellins: Thank you.

VI. Action Items

A. Resolution 2019-08: EOY Budget Adjustments

Ellins: All right next up is the, an action item. I will read the title of the resolution. I will not read the resolution itself. The title should be sufficient. A resolution to adjust the adopted fiscal year 2019 budget allowing for adjustments within various budget line items and transfer accounts due to final end of year review of revenues and expenditures. Is there any Board discussion? Board Member Eakman.
Eakman: Mr. Chair. I would move approval for discussion.

Smith: I'll second.

Ellins: It has been moved and seconded. Any further discussion? Any public discussion? Madame Secretary, call the roll please.

Baum: Board Member Smith.

Smith: Yes.

Baum: Board Member Sanchez.

Sanchez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Chairman Ellins.

Ellins: Yes. It is adopted.

VII. PUBLIC INPUT

Ellins: At this time we will welcome public input. Frank? Clint?

Thacker: Sorry to step in really quick. I just wanted to bring up our new Manager Analysis that we have with us today. This is Mike Foschini. He took the place of Steve Montanez. So Mike came to us from the City of Richmond. He and his wife moved here for this job and also to relocate in Las Cruces. So we welcome Mike. If you'd like to say a few words.

Foschini: Thank you for this opportunity. I appreciate and enjoy this wonderful weather that we're having, albeit as hot as it has been, but it is something that we've been looking forward to a long time and I appreciate being here.

Thacker: Thank you.

Ellins: Mr. Bryce.

Bryce: Frank Bryce, President of the Humane Society of Southern New Mexico. First I want to thank Jeanine Torres, I believe is her last name, at the Shelter. I was out there the other with some animals and the new system
at the front office seems to be working very well. Less complicated, easier for people to understand I think and when I mentioned that I was impressed with it Jeanine, I think she had a great deal to do with it. So we want to thank her for doing that. That’s a much improved system I believe.

I do have some real quick comments about the TNR. We took TNR to this County in 2008. We got it sort of half way passed in 2015. We’re working better with Animal Control. I had a talk with them today. Most of what they talked about yesterday coincides with what we think we need to do. I was a little bit disturbed at the way it was presented by our Director for the Shelter in the negative manner. I come up here negative a lot myself so I can’t throw too much about that, but we do need to look at very carefully how we’re doing the cats. I’m working with Animal Control today to trap 32 total cats in an abandoned colony sort of situation. I don’t even know if it was a colony because it wasn’t registered with us. But there’s no where to take cats when somebody dies and put them into a new colony. So we need to look at that as a different approach rather than somehow right now all we can do is round them all up, take them to the Shelter, hopefully they get adopted or they will be put down. But that’s an issue that we need to do.

And Mr. Eakman brought up the question of how many can we absorb. I’d like for you to think about rephrasing the question; what do we have to do to get to the point we can’t absorb them with the resources we have available? It’s a little different approach. You’re disagreeing with me sir?

Eakman: I am disagreeing. Yes. I think this is a social responsibility not a Shelter responsibility.

Bryce: I do too. I think you misinterpreted my question or my response. We need to find out what we as a community need to do to get it to where the Shelter can handle the animals that are being brought in in a proper manner. It’s overwhelmed. There’s no two ways about it and we need to stop that somehow. So we need to work harder on it and working together. I’m not questioning your motive or anything, it’s just I think we need to work on the front edge as well as on the back edge. And that’s the way I kind of interpreted it. I’m sorry.

I think that covered everything I had. I made some loose notes here. On ASCMV versus Animal Control, as to whether they get a return on information about animals picked up I think Mr. Eakman asked that question too. That needs to come from both organizations so that we know how much follow up there is on getting animals returned or not returned and stuff like that. Thank you.

Ellins: Come forward.

Mitchell: Pat Mitchel, and I have a comment on the animal program.
Dollahon: We can't hear you.

Smith: You need to speak into the microphone.

Mitchell: Can you hear me? Pat Mitchell and I have a comment on the animal count slide. The Director indicated it was a count as of yesterday and when it's, when you're presenting a month end June report that count really needs to be as of month end June and not some arbitrary day the following month. So that needs to be corrected on all reports and going forward. Thank you.

English: Good morning Chairman Ellins and Board Members. I'm Janice English from the Spay and Neuter Action Program. What I wanted, first I wanted to say thank you to Doña Ana County for our contract award but it's only for the unincorporated areas of Doña Ana County. There will be a zero copay and we'll see how well that service, we don't know the amount yet but we did get a contract with the County. We did get a grant from PetSmart for $25,000 at December of last year but it's almost all gone. We've used about half of it and so we're going to go ahead and use the rest of that PetSmart grant to accommodate the City and County people until that's gone. But after that we will not have funding for the City of Las Cruces or the incorporated areas. We've seen a 25% increase this year of vouchers issued. Last year we did about 1,374 and to date through June we've already done 1,013. But that's going to have to cease because we don't have the funding to do spay and neuter. And since the Shelter's not going to do public spays and neuters for three years, SNAP is the only program that's available in this County for spay and neuter. So I just wanted to make you aware of that.

And we'd kind of like to be put on the agenda next month to give you the numbers. We've already fixed 18,000 animals in this community. We've been in existence for 20 years and we try to do the best we can with the funding that we have. We've asked the City to fund $80,000 for one year for City animals and we haven't heard anything yet. But we appreciate everything that you guys do. We need the community to come forward and help with these spays and neuters and we are going to have to have ACO's enforce some of these ordinances to get these people to get their animals fixed. That's your solution. And I appreciate your assistance on whatever we can get from the Board. Any questions?

Ellins: Ex-Officio Member Vicki. Did we not appropriate $25,000 at the last meeting for the Doña Ana County spay program which would be then used by SNAP?

Lusk: Yes. Well just at the meeting on this Tuesday you awarded a contract for going forward on SNAP. A couple of meetings back we did the pilot
project, and that's what Mary Lou reported out on is how that pilot project was going. But going forward we will do a new contract with SNAP for this fiscal year and I would like to add that we are in addition to the spay and neuter that we will be providing to the County resident, it will also include a microchip and a rabies shot.

English: Correct.

Lusk: No charge to the resident.

English: And it's a zero copay.

Lusk: And that was as a result of SNAP asking for that. Because it is important that it's a one stop shop because as Animal Control Officers, if we only do the spay/neuter and yet they are not identified by a chip, they still end up at the Shelter to be picked up. We have to have an identified owner with that microchip. And then also veterinarians will not perform the surgery without doing, without having a current rabies shot. So that was a barrier for some people just that shot cost itself. So I appreciate SNAP providing that and then I certainly applaud County Manager Macias for having the forethought to say "yes we want an aggressive spay and neuter program in the County to help with this problem." So yes we have a contract. We're working with our purchasing right now to get that draft out to SNAP and then we will start immediately. So we're excited about the program and we do believe it's going to make a huge difference to the County residents.

Ellins: Thank you.

English: The only problem it's only in the unincorporated areas of Doña Ana County. So that excludes Hatch, Sunland Park, Las Cruces, Mesquite, no Mesilla. They're several of those areas that will not be accommodated with this program so we just wanted to make everyone aware of that. That this contract is only for the unincorporated areas of Doña Ana County.

Ellins: Have you reached out to the municipalities?

English: Not yet. We will do that. There were only 128 animals fixed in those areas last year. So it's a minimal number but you know, it's still important that they be assisted, you know?

Ellins: What about Las Cruces?

English: Las Cruces we've reached out and we haven't heard anything back yet.
Dollahon: Mr. Chairman, I could speak to that. We’re waiting on a discussion with key members of City Council on a strategic plan for potential funding source for that issue and that is a work in progress. We’re trying to have that by August if not September.

Ellins: Thank you. Because you really do need to come to the rescue.

Dollahon: I will also point out that City residents provide tax-paying benefits to Doña Ana County as well.

English: But also the City uses over half of the resources of SNAP.

Dollahon: And the City’s half the population of Doña Ana County.

English: Okay. But anyway we appreciate whatever support you can get us and if anybody wants to make donations to help the cause we’d appreciate it. And we try to have fundraisers but that's tough too. So thank you all. Have a great day.

Ellins: Thank you. Sir.

Hahn: Hello my name is Richard Hahn. I'm the co-chair for the Coalition for Pets and People. And I was just wondering if it would be possible getting an update on the status of the new medical director and the volunteer coordinator, or just if an update would be possible. Thank you.

Thacker: I can do that for you. The medical director position has been filled. It was accepted by Dr. Trina Hatten. We are going to be doing a press release when she starts which is on Monday July 15th. So we’re excited for that. She has been doing veterinary work for a very long time. We’re excited to have her. In 2007/2008 she was the Shelter director in Santa Fe, New Mexico so she has that practice. She’s also had her own practice as well. So mostly in northern New Mexico. So we’re excited to have her a part of our team and we look forward to continuing and restarting some of our projects we had that had to be on hiatus when we lost our other medical director.

The volunteer coordinator position was vacated on Friday. Our previous volunteer coordinator Dominique Clark wanted to go and do some other things and we support her on that. So she did resign. She gave us the proper weeks’ notice. We were able to start some early recruitment and that position is currently posted and it closes on the 15th which is Monday as well. And we’re going to move forward quickly on that to fill it. Right now the interim volunteer coordinator is Donny King. That’s right, Donny King. He is our interim director for that.

Ellins: Thank you. Is there any further public input?
VIII. CHAIR AND BOARD COMMENTS

Ellins: Is there Board input? Commissioner Sanchez.

Sanchez: Chair. I was going to make the suggestion that I believe we still have, well I guess we're still looking at voting on the resolution correct? Oh did we? Sorry, I apologize I'm. Left over from Wednesday so I apologize.

Ellins: I recall that you voted for it.

Sanchez: I did. I just wanted to make sure. I got a little. I don't know where my heads at. I apologize.

Ellins: Don't ever do that again. Is there any further Board discussion?

Lusk: Chair Ellins.

Ellins: Ex-Officio Lusk.

Lusk: I would like to let everyone know that at our Commission meeting this Tuesday our department requested a fee schedule for our court hold facility to take in bite quarantine animals. Right now when a County Animal Control Officer responds to a call for a bite where a dog has bitten an animal or another human, the dog has to be quarantined for 10 days. And right now they were being quarantined at the Animal Services Center. So in an effort to partner with the Shelter and alleviate the cage space for them we have worked with County Manager Macias to come up with a program where we take the bite quarantines and we hold them at our court hold facility for the 10 days. So I believe we're, the owned animal, thank you Director Thacker for that. If they have a claimed owner, an identified owner, we are holding them there at our court hold facility. And in the alternate if it's a stray animal that during the quarantine an identified owner comes forward, then we will transport that animal and continue the quarantine at our facility. Again trying to alleviate space for the Shelter and partnering with them. So I wanted to let you know that. That we're working in partnership with the Shelter in that manner.

Ellins: There was also a fee aspect to that.

Lusk: Yes. There's a fee schedule associated with that.

Ellins: Thank you.

Dollahon: Mister.
Ellins: Board Member Dollahon.

Dollahon: Mr. Ellins. Piggybacking on Vicki’s comments I’ll hit on one thing. We are, the City is entertaining partnering with the County because they now have that program for known owner, owner animals that bite in the City limit. We’re looking to do work on an inter-governmental agreement. So because all of our animals, all inside the City limits go to the Shelter per our ordinance. But that would relieve some pressure for the Shelter if the City was to partner with the County on using their court hold facilities.

Ellins: And has that agreement been executed yet?

Dollahon: No we’ve just started discussions. But you needed your program in place so that we can partner with that. We will want to point out it is for animals that have a known owner. But that still will relieve some pressure to the Center which is great. We all understand it and those fees that the County imposed if the City partners with the County would be passed on to those pet owners. That’s one item.

We had a meeting yesterday, City and County Animal Control and myself with Clint and Mike joined us at our meeting for resolving issues, ongoing dialogue between the Animal Control Officers and the Shelter. It was lively. But we’re working through our common issues and we’ve agreed to have that meeting at least quarterly going forward. And so I think they’ve been productive and we’re resolving issues.

The last item I want to make for the public’s awareness. The City’s draft Animal Control Ordinance update has been out through public comment through July, until July 15th and you can respond, you can find it on the City’s website and you can respond at animalord@las-cruces.org if you have comments on it. The key things that we’re proposing in the changes are doing away with pet licensing but requiring microchip registration at the Shelter which we’re not currently. Microchipping is required but there’s no required registration at the Shelter. They do it through the licensing program but we’re proposing to do away with that so we’re substituting one for the other. Also foster care animal provider requirements in accordance with the ordinance. And the other one is removing the feral cat colony requirements with a trap/neuter/release. One of the ordinance requirements under the microchipping is it would require any installer to provide the first registration in the owner’s name to the Animal Service Center and then any transfers from there would also be, you would have to register with the microchip company and at the Shelter to try to get animals returned to their rightful owners sooner. We see this as the most effective means. Collars get lost, tags get lost so City and County Animal Control share, are in a position to share information with the Shelter through that microchip registration. So it’s a work in progress. We’ve had one public meeting. It was very lively as well.
We’ve had about most of the dialogue was focused on trap/neuter/release. And I think that will be our main discussion going forward.

As far as next steps, the Animal Care Task Force will revisit all of the public comments in July and August. I think there's going to need to be some strengthening of the proposed language on trap/neuter/release that adds a management component to that and then we will present to City Council hopefully in September at a work session. And then hopefully have their comments addressed and then back in an ordinance for adoption by the end of the year. And I've been very, very thankful to have Ms. Lusk and Ms. Mary Lou Ward who's been very active members on the Animal Care Task Force and part of their discussion. And we have shared our draft ordinance with County staff and as we make further changes as we go through the process we will keep them informed so that hopefully the County will consider mirroring or close to mirroring our ordinance changes with theirs sometime in the early part of the new year. So that's where we are. Thank you Mr. Chairman.

Ellins: Board Member Eakman.

Eakman: Mr. Chair. May I ask Ms. Lusk a question on their, what I think is a great thing about the owner, the owner dogs that are being held? If an owner then wishes to relinquish the ownership, what happens?

Lusk: So what we will put into place is when the Animal Control Officer is out there and it is determined that the animal is not eligible for a home quarantine for a bite, then we will explain to them the fee schedule and explain when they can pick up the animal at the end of the 10 day quarantine. If the owner at that point says "I want to relinquish" you know I want to own surrender, then we will have them fill out the regular paperwork that they do now anyway for an owner surrender and it will be transported to the Shelter.

Ellins: Vicki what’s the capacity at our facility?

Lusk: There are 50 kennels at our court hold facility and, so that would be one animal per kennel. And then we have a small room that we call a cat room that has six to eight cat cages in it.

Ellins: And at any given time how many court sanctioned animals are we holding?

Lusk: Well that can vary greatly of course. Right now at this present moment we have zero animals at the court hold facility. So County Manager Macias was very clear about is if we have an underutilized facility let's partner with the Shelter and if there's ever an occasion which we never anticipate, but if there's ever an occasion that the entire court hold facility is filled with
court hold animals, then we would have to revert back to the Shelter to hold the bite quarantines. Those would be secondary at that point. But I don't anticipate that occurring.

Ellins: Thank you.

Dollahon: Chairman Ellins. I want to add one thing. We said earlier we were going to have a closed session on August 5th. I think that's a work session, is it not, for the fees discussion? Sorry, I wanted to make sure for the record that is a work session.

Ellins: That will be August 6th at nine o'clock. Any further Board discussion?

IX. Adjournment (10:38 AM)

Ellins: Without objection we are adjourned.

BOARD OF DIRECTORS

Lynn Ellins, Chairperson

Jack Eakman, Vice-Chair

Kasandra Gandara, Board Member

Ramon S. Gonzalez, Board Member

Manuel Sanchez, Board Member

Gregory Z. Smith, Board Member

ATTEST:
Amanda Lopez Askin, County Clerk
ANIMAL SERVICE CENTER OF MESILLA VALLEY
WORK SESSION
August 11, 2019 at 9:00 a.m.

BOARD MEMBERS PRESENT:
Lynn Ellins - Chairman
Jack Eakman - Vice-Chair
Kassandra Gandara - Board Member
Manuel Sanchez - Board Member
Gregory Z. Smith - Board Member
David Dollahon - Ex-Officio Member
Vicki Lusk - Ex-Officio Member

BOARD MEMBERS ABSENT:
Ramon S. Gonzalez - Board Member

I. Current fee schedule and possible updated fee schedule. Owner surrender fee

Eakman: Good morning. I guess I am the Vice-Chair of the Board. Good morning. I wonder if in this session, I wonder if we need a quorum to begin. What's that?

Baum: No sir you do not. It's a work session, you do not need a quorum.

Eakman: Wouldn't you think the Board would need to be present?

Baum: Not the whole Board. Not for a work session sir.

Eakman: Not for a work session?

Baum: No sir.

Eakman: Very interesting. It's unlike how the City works in a work session. But anyway welcome here this morning. I'm not sure of the agenda. Clint Why don't you just lead us through that, okay?

Thacker: Okay. Do you want, because of the parking issues that are outside, I don't know if you're aware of that but.

Smith: There's some sort of conference in the Council Chambers.

Thacker: Yes. We had to park over at the library. Do you want to wait a few minutes to see if our County brethren can join us or do you want to just start?
Eakman: Why don't we begin?

Thacker: Okay. So I was asked by the Board of Directors to do a fee assessment. Because the fees for the Animal Services Center have not been changed or looked at since 2008 for the majority of the fees. So in doing so I was able to contact, who responded to my plea was Albuquerque, Cedar Rapids, Iowa; Davis County, Utah; Washington County, Oregon; and Richmond, Virginia. Some places that I also contacted that did not respond are Spokane City Animal Services and also San Bernardino. And the reason why I did those is because they have a population of around 217,000 people. Similar to Doña Ana County.

So when you look at this fee schedule what it is, some of them are all over place and some of them are pretty straight forward with what it is.

Gandara: Clint. If I could I want to say that I thought that the fee structures may not have been presented to the Board at the time. It was sort of something that just sort of evolved I think.

Thacker: Okay, that's good to know.

Gandara: That's what I'm hearing I think. I don't know that to be accurate.

Thacker: At the very beginning in 2008 when it was taken over?

Richardson: Is the JPA specify that it's up to you or up to the Director?

Thacker: I believe it says that it says it's up to the Director. The JPA doesn't say anything about the Board approving the fees. But I'd have to look and make sure. Frank do you remember?

Bryce: Well, I think it does say that (inaudible).

Gandara: Up to the Director, right?

Thacker: All right, so RTO is return to owner. So if your dog gets caught once in a year, ASCMV charges $28. Albuquerque is looking at $0 and $25; $0 if it's fixed, $25 if it's intact. And you can see down the board. Washington County, Oregon they're focused more on licensing so there is $10 if it's licensed, $65 if it's not. And we'll address what I recommend later on.

So second time in a year the fee goes up. Some of them are the same, some of them double. Like Davis County, Utah it doubles every single time. Washington County, Oregon they're like it doesn't matter if your animal's loose or on the second time it doesn't matter if it's licensed or not, you're going to get a pretty significant fee. And then Richmond, Virginia is pretty simple with the same all the way down. The ASCMV also increases each time by $10. So $38, if it's three times in a calendar year then it's $48.
and four times is $78 and so on. So you see that's a pretty spread out
between the cities and counties that we did the assessment on.

So stray boarding is the amount we charge to cover the fee for every
day that the animal's there. It's not broken out by livestock. It's not broken
out by just the boarding fee. Albuquerque doesn't charge anything. Again
their whole thing is, when I talked to the Assistant Director there, he's a good
friend of mine and he's on the Board of Directors with BACA with me. He
says that we, he says Albuquerque is not going to make money. This
industry is not one that you make money in. And so what really is that
money going to make, he says and plus he asked me what's the first thing
that you start waiving when you start waiving fees and people say, "I can't
afford it" and I go "well board" is the first thing. We see if the animal is even
going to be (inaudible) and so on. So if we start waiving fees that's one of
the ones we start with. And we said exactly. So they're taking a different
your seeing that they're trying to make some of that money up with their
animal. We have to remember that Washington County also has, it's like at
80% license rate. So their population is a lot more compliant with these
things and they don't get a large amount of intake even though the
population is up there with ours.

So quarantine day. Ours is a little bit different. The others are all the
same as the stray boarding fee. And then the welfare hold, again is going,
is stretched it out. Rabies vaccines again, kind of between the $10 and $5
range appearances in there. Then microchipping again is all over the place
between $10 and $30 for microchip, which it's interesting because
microchips we get them for a little over $5 each and I know they get about
the same deal. At the most they're probably paying $7 each. So
everybody's making pretty good money on microchips.

This is the other half of our fees that we do. So sterilization deposit,
nobody else does them and I'm thinking because it was probably
misunderstanding. Our deposit for that $25 is so people will come back and
bring their animals back for a foster to adopt. So that's an incentive. You've
already paid $25 for it, bring it back and pay the rest. It's all, one of the
sterilization and the adoptions total complete. Sterilization fee for a dog
$35. Again they don't do it, I believe they're probably all included in the
adoption like Richmond, Virginia specified and the same thing with the cat.
So the cat. Yes.

Navarro: I'm sorry I had a question on that sterilization deposit fee. We charge that,
so we have something that's in the state laws that we have to charge a
minimum deposit of that? But I noticed that Albuquerque doesn't have it.

Thacker: So I think it's probably confused. It's on redemption is what you're talking
about right? When an animal is redeemed and it's not sterilized by law they
have to pay it. I think what they think it is, is sterilization deposit like I
explained where they pay a little bit of money. Like people pay a little bit of
money for our foster to adopt and that has them incentive for them to come
back in to finalize the adoption. So, yes the $25 and that's probably a good
thing to find out is how much they charge. Because the state law says a
minimum of, right? Of $25.

We had the same thing in Utah so what I did is I called all the
veterinarians in the county and I asked how much they charged for a
sterilization for a dog and cat and for male and female and then I averaged
them out, just a straight average, and that's how much we charged for our
deposit. So that's something we can do too if we want to increase that. But
that's, we don't waive that fee at all. That's a state fee that we have to
charge.

So to go down to our cat adoption fees. We're at $50 for a cat and it
goes all the way up to $100 it looks like. And that includes everything.
They're including the same thing we are. That's sterilization, vaccine,
microchip, and licensing if it's required for that. Yes?

Smith: Clint. Are you hearing anything from people when they come in and they're
interested in adopting a cat? I mean $50 just sounds like a lot to me but I
haven't ever gone in and adopted a cat. Are people expressing anything
when they come through the door as far as that being high or a great deal
or that kind of stuff? Are you hearing anything at all?

Thacker: Michelle is our front office person. She can answer that.

Williams It just, it depends. I mean because we do have a lot of specials and we
have our senior vouchers that help for anybody over I guess 55 is what
we're doing. The Doña Ana Humane Society pays $50 with the cat voucher
of the adoption fees. So cats would be free, dogs would be $5. No we
don't, nobody really, if they're coming in to adopt they're willing to pay the
fees.

Smith: Okay.

Richardson: And compared to like the local rescue groups, ours is pretty tiny. To go to
like APA or anybody else to adopt it's going to be a lot more. And then it
also just, if your friend gives you a puppy, to be able to go and get it spayed,
vaccinated, and chipped you're paying four times that amount.

Smith: Well I tend to bring 1960s and 1970s price tags to things a lot of times. So
it just, I thought. It occurred to me, you know especially in our community
where we sometimes hear from people very loudly about the prices of
things, that I should ask. So thank you.

Thacker: Yes sir.
Eakman: Could I back up just second? I guess I was confused here for the Albuquerque with all their zeroes on charges. However, don't they have a quite aggressive fees for licensing?

Thacker: They're doing away with the licensing.

Eakman: They're doing away with licensing.

Thacker: Yes.

Eakman: Oh, they got a new mayor. The old mayor is gone. Okay.

Thacker: And they also have a new director and assistant director of their Animal Control. Well new as in a year and a half ago.

Eakman: And their live release rate?

Gandara: They don't have the same population as we do. I mean, right?

Thacker: Animal, yes they have a lower intake.

Gandara: Population is a lot lower intake than we do.

Eakman: That's what I was getting at. Okay, thank you.

Gandara: But to see what, I mean they don't charge anything for sterilization, for lots of different stuff. It's all very, trying to incentivize I guess.

Thacker: Yes and it was confusing sometimes on the responses I would get, they were unsure if sterilization fee was included in the fee adoption or if it's for public. And so if there was any confusion on that I just put N/A on there. Because it was really confusing trying to figure out if it was included or not. Like Richmond, Virginia they specifically put that sterilization's included in the adoption fee of that $100 that they have. And I'm sure it's the same with Albuquerque. To the best of my knowledge, Albuquerque does not do public spay and neuters. But I may be wrong on that.

Gandara: It happens over there at their center.

Thacker: Well they don't do public ones like people can just come in and say "I want my dogs sterilized" so they do it. Best of my knowledge they don't do that but I can be sure and get back to you on that.

Williams: I think he was telling me they have some kind of clinic up there.

Thacker: That does it for them. Okay. Disposal fees.
Gandara: So with that I think with the *inaudible*, you know do they have this large grant that helps pay for that? Who is paying for those sterilizations and/or is it that people come and gladly do it?

Thacker: Yes good point. We'll find out and I'll get back to you.

Disposal fee for animals, what this is, is an animal that is dropped off like if it's found deceased and they bring it in or, correct me if I'm wrong staff, coworkers that if we euthanize an animal for them they charge them the $5 in addition to the $25 euthanasia request, it's all part of it. So DOA's is when it's found deceased and they bring it to us. You can see these huge differences between us and the other ones that are coming in. So those are some difference there.

Euthanasia requests. Again there's some separation there of what is done. Albuquerque just doesn't offer it. They tell them that they're not set up for it. They go to a veterinarian for that service. And euthanasia request is generally it's an animal that's old or injured, somebody bringing to us or to the Center. So we provide that service for $25. But like Albuquerque and Virginia they say no, take it to a local veterinarian to do that.

Richardson: Also we do get requests through Animal Control. But if it's brought to us by Animal Control we're not able to charge the fee. So it's still a euthanasia request but it came in through Animal Control.

Thacker: Yes and that's what we call the fix as well because they're charging, Animal Control charges to transport the animal. It's a field surrender. Right Mary Lou?

Ward: We charge for field surrender. It's a transport fee for animals. That's correct. If it's involved with a crime like animals killing livestock or vicious and/or dangerous where the animal has done something, ideally it should be housed for 10 days prior to any euthanasia regardless. Because that's a kind of a quarantine period anyways for the benefit of the public and the safety of the public.

Thacker: Are those two different fees?

Ward: No it's the same fee.

Thacker: Same one.

Ward: But at the same time that person is usually not charged that fee. Because it's an investigative process. During that 10-day period we're investigating it. And at some point sometimes those people won't owner release those animals and so when that happens and they're already in our custody or the
Shelter's custody we don't charge a fee. Because we're not transporting them again at that point.

Thacker: Okay. All right thank you. So see, these are some of the possible fees that I came up with. And this was just, I shot this out to my coworkers. Sought their thoughts on it. So a return to owner currently is $28 and we want to push fixed or intact. We want to push sterilization. We don't want to push licensing because we're going to be hopefully doing away with that in the ordinance change, so we really want to push getting the animal sterilized. So that's how much it's going to cost if you have, dog comes in only once it'll be $10 or $30 for intact. And that's just for the RTO. The second year, we understand mistakes happen. Totally get it. That's why it's so low the first time, but if you do it twice in a year then you have an issue that needs to be resolved and we can help educate you. "Oh the dog keeps jumping over the fence". All right let's talk about that. Or he keeps digging under the fence, all right. Or somebody opens the gate, opens the door. These are things that we can help them, educate them, give them resources to help solve that problem. And then of course three times in a year and four is just going to go up. Yes Paul.

Richardson: Just my personal opinion, I don't like the increase because at that point it's like we're assessing penalties. Where fees aren't supposed to be penalties, they're supposed to be compensation for the services we provided whereas fines should be done through Animal Control penalties for violation.

Thacker: Yes, that's a good way to look at it too. Thank you.

Eakman: I really like the fact, Clint, that you're looking for some adherence to policy. I, but in addition to fix I want to know they're vaccinated. I want to know they're chipped. In my mind an unsafe dog running loose is a public health hazard and we should be doing something about that. So I'd be all for the $10 fee, in fact for the first one, you know if it's fixed, vaccinated, everything like that and the first one I'm okay with zero. But I'd like to see all the adherence there. Not just fixed.

Smith: If I may come back to Curtis's point. Paul, I'm sorry. Paul thank you. Do we have a sense of what it actually costs us so that maybe as opposed to looking at this as a penalty going up to those higher prices, that we look at it in reverse from this is what it's costing us but if you have the fixed versus the intact, the vaccinated and all of that kind of stuff, we're reducing it by this amount?

Thacker: So it's $46, it's a little over $46. We'll see a slide later for staff to impound an animal.

Smith: Okay.
Thacker: It includes their time, the vaccines, dewormers, all that and there's a slide later on when we talk about surrender fees. So, yes.

Bryce: On that return to owner, you can't, they can't be returned without a chip or vaccination. Can they?

Thacker: That's correct. But he's talking about if it comes in.

Dollahon: If it's previously chipped and previously vaccinated and when we apprehend it

Smith: So that way you don't have a price break on the ones after that because it should've happened the first time.

Richardson: Well if there's no vet in the building to administer the rabies, we have to do a rabies voucher. So they pay for it but they're agreeing to come back when the vet's in the building. Which I think almost all shelters have to do that because they don't have a vet there 24/7.

Thacker: Well shelters in New Mexico.

Smith: So then back to Paul's point we might then, everything after two, three, four plus is $50. Yes because I don't see how we could reasonably say we're reducing the price because this is only your second time or something like that. But we would charge what it fully costs us plus some contingency each time after. But on the first time there's that break, I think would make sense to say there's a break for having your animal being fixed and vaccinated.

Thacker: Well in full transparency, it's actually easier to bring an animal into the Center that's already been there before because their information is all in the system. You don't have to put in there three-year-old Shepherd mix. If you search it, sorry there, so that would break down the cost just a little bit from the front office staff but they're still, there's still time to put that in.

Bryce: Repetition is a cost in itself though.

Thacker: Yes.

Bryce: Because if you're filling out one that I've three time, that could be doing dogs that have never been in here in the same amount of time.

Thacker: Also your dog's taking space.

Dollahon: Exactly.
Gandara: That's the thing.

Dollahon: But how many, my question is what are the numbers on return to owners, the multiples? How many multiple return to owners are we having?

Smith: Statistically.

Dollahon: Statistically.

Thacker: So in our, for one year that was our number was our highest impound. It's only been there once a year. Our two, year two it's still up there a little bit but it drops down way in the three and four. We hardly ever get three and four here. It still happens, but.

Smith: So we wouldn't be recouping a whole lot of money by having that higher price because it just simply doesn't happen that often.

Thacker: What it is is like Paul is stating it's saying "it's happening again, let's figure it out". Why is this continuing to happen? And that would be, Paul's right, that would be something more on Animal Control enforcement side. But I still think we could do it as part of our fees because we're tired of the animal coming in too. And there's no increase on the ACO side except for running at large if the animal's running at large.

Sanchez: Is there any additional fees that are sent or given, charged to the owner on an RTO if they're picked up by either City or the County for the transport to the facility?

Dollahon: The County has a transport fee and I think the City.

Thacker: That's only if they surrender the animal. I think you're asking if it's picked up stray. So I know we charge these amounts and then the City and the County get the information and then they go from there. What they do with that information I don't know.

Sanchez: Mary Lou what happens I guess if when the County pick them up?

Ward: So if an officer picks up an animal in the field and they find the owner and return it, there's not a transport fee of course. The animal never went to the Shelter.

Dollahon: You're giving them a citation though.

Ward: There's citations, other ways of holding them accountable. When they return them they want proof of vaccinations and things like that. Pet licensing because they're still doing it, intact permits or spay/neuter, rabies
Sanchez: Surrender. And the reason I ask is because I think like when we talk on the fees we’re saying okay there is no additional fee at the Service Center. But is there, you know if they're brought in either by the City or the County those are fees that we're not recouping. And so if they're having multiple times, yes it could be seen as a penalty. But at the same time that's additional costs that we're incurring within the Municipality and County that we're at least seeing.

Ward: Correct. And our officers, so what the Shelter does is they give, when an animal gets returned to the owner at the Shelter, they give the officer that information back. Every officer has a box in there and they give them that information back of that owner that picked up that animal. And the officers when they go in they check their box is and get their little papers back of, it's like a copy of the impound sheet that they use for that animal and it's got that information on there. So then in turn that officer can turn around and say "this is the person that's claiming ownership of this animal and I'm going to hold them accountable and now I can issue them a summons, a citation."

Smith: But and along those lines, because I think that that so helps us with the additional cost might be, if there are additional steps then that we're looking at as far as at the Animal Services Center to say "okay this is the fourth time this animal's come in, we need to remediate this to some degree. We need to educate the animal's owner. We need to do those extra things." If we're able to say that that's being handled by the Animal Control Officers, then it complicates how we recoup the money and distribute it to them. But if there are extra steps that we're either saying we're going to do at the Animal Services Center or that we recognize that we need to do and then this can be the funding source for that. In other words we increase the price each time because we're taking these extra steps. We're saying "okay we're going to spend some time talking with you, we're going to sit down with you with one of counselors in one of our new little counseling rooms" or whatever along those lines. Then I can see allaying some of Paul's concerns by the fact that we're actually spending extra time with these owners trying to make sure that this doesn't become a recurring, recurring event. So that's where I would see that we could justify that. Otherwise I think we probably need to stick with the $50 for anything subsequent to the first one.

Thacker: Okay.

Sanchez: And I agree with Councilor Eakman was saying. I think having taken that opportunity to make sure they're vaccinated and chipped. That way we're
reaching, then we don’t have to require them. I understand what they’re saying, for rabies they might have to come back or least if the chip is there we’ll at least have that type of traceability for future reference.

Smith: The first one can happen to anybody.

Sanchez: Correct.

Smith: After that, it’s on you.

Dollahon: So just so I’m clear, Councilor Eakman’s suggestion was on the first return to owner would be free if they were previously licensed, previously vaccinated, previously microchipped, and fixed.

Eakman: Correct.

Dollahon: If they’re not fixed but they have all those others, you’re talking about an intact animal?

Eakman: I’m talking about then they pay.

Dollahon: Okay.

Thacker: What if they have all of the except for the vaccines? Or all of them except for the microchip?

Smith: So each one of them is $10.

Dollahon: I think it’s all or nothing.

Eakman: I think it’s all or nothing.

Ward: So what if they have everything and the animal is still intact but they have an intact permit? Because they would, might with the County. They can pick and choose. Because they’re doing everything in compliance.

Eakman: Keep them at home.

Dollahon: My argument is that an intact animal is more likely to escape.

Ward: I agree.

Dollahon: More likely to be aggressive. More likely to bite someone. And I’m sorry, an intact animal, we should be discouraging intact animals.
No, I agree. I'm just saying that they would still be in compliance with what we're requesting.

If you're picking up a return to owner on an intact animal, you should be paying a fee. I'm sorry, it's a deterrent. It should be a deterrent. We have a pet overpopulation problem in this community, in this County. And some of these people are using them as a business. That's a business expense. And they will clearly write it off on their taxes. As a fee paid to the government, they will write it off. So I'm sorry.

Is this something as we get into this and get whatever we start deciding what we're going to do from the County's perspective, do we need to possibly take a look and try to find consistencies to make sure we're the same between the City and the County and such?

In regards to the fees?

Not these fees but I think in general I think you have the, you guys are going to be, the City's going to be voting on the ordinance here this fall correct? Or you're taking input? So based off of that.

We've taken public input.

Yes.

The Animal Care Task Force has provided further feedback based on the public input. We're working on revisions. We hope to have those finalized this month and then present to the City Council in September with an adoption, with a proposed schedule and adoption by the end of the calendar year. But County staff has been a long participant in this process from the beginning on our ordinance update. So as to what the County does with our changes, I think their staff had been mostly supportive. They're, it's not without controversy. It never is.

What? Controversy?

But it's been a positive for both directions.

And need to discuss it I guess.

Thank you Clint.

Great discussion. Thank you. And then our microchip. I'm sorry, let's see. We're at RTO, stray board holding, how much it cost per day. $15 is just to bring it into line and that's kind of the average of what was going on with all the others that we did the assessment of.
Welfare hold, this is a hard one for me because we currently charge if somebody is in an accident we hold the animal or if somebody, and then we charge them. I don't like to do that. I would rather see it just given back. However, if somebody's arrested for a DUI and have a dog in the car, yes you're going to be paying some money.

Dollahon: I think it's an all or nothing. If you're charging one for a welfare hold I think you have to charge everybody for a welfare hold. It doesn't matter that, because it's an un adjudicated criminal act if they're just charged with DWI. I could see lowering the fee on a welfare hold, but I ...

Smith: In essence we would be condemning them without full court proceedings.

Dollahon: Exactly. I think it's.

Ward: They haven't had their due process.

Thacker: If we have the space we could say we'd hold it until the court was done with it but we're not going to do that.

Dollahon: Yes, exactly. I think our objective is to get the animal returned.

Ward: Are you looking at the welfare hold equipped as a five day hold versus a stray is a three-day hold?

Thacker: Welfare hold is whenever, like dead body, whenever a family member can come or whenever the person gets out of jail.

Ward: And we get those kind of things all the time.

Thacker: Yes.

Richardson: We currently do a five day.

Dollahon: Up to five days and then it's.

Ward: It's a care and maintenance hold.

Dollahon: Yes and you're arguing animal abandonment.

Thacker: So again we had to look at what our, what we want our fees to push going forwards. As you saw in the fee assessment, some cities are pushing more for the licensing, some for the sterilization. We really need to push health of our animals. So I kept the rabies vaccine a $10 even though some cities were charging up to $30 for the vaccine. We really need these animals to
be vaccinated. At the very least for the state required rabies vaccine. So we kept that at $10.

Dollahon: Do we know our cost on that? I mean we are, you have to have a veterinarian?

Navarro: The rabies, no I didn't get that cost. It's not very much at all.

Thacker: It's not over $3.

Dollahon: Okay, so but ...

Thacker: But we can't do it unless there's a veterinarian in the building.

Dollahon: So that's why the vouchers are given.

Eakman: An aspirin in the hospital cost me $8.

Dollahon: And what were you paying for?

Thacker: The time for the person to get it and the time, right? That included the time of the individual, and getting from it and ...

Ward: And the dispensing.

Thacker: Administering it, yes. So I don't think $10 is unreasonable.

Ward: All vet clinics have a dispensing fee.

Thacker: Okay, then the microchip. Yes.

Dollahon: And the needle disposal fee.

Eakman: I'm sorry I don't know the answer to this. Does GRT apply?

Thacker: Does what?

Dollahon: GRT is tax.

Smith: Do you all end up charging GRT when you ring people up?

Williams: What's a GRT?

Dollahon: Sales tax.

Thacker: No we don't charge sales tax. It's not broken out.
Ward: It's a service.

Smith: But we charge on services in New Mexico.

Dollahon: Yes you're not just buying a product in New Mexico. That's why GRT.

Ellins: I will pretend that this question was never asked.

Dollahon: On behalf of the City's general fund.

Ward: We don't have, we won't be charging any taxes on our County corporal facilities. There's no tax involved.

Dollahon: I think we need to look at that because there is such a thing as a governmental gross receipts tax.

Thacker: Okay. How do we go about looking into it?

Gandara: David looks into it.

Thacker: Finance Committee? Chair of the Finance Committee should look into that. So rabies, or microchip was the other one. Our fees used to be, Frank it was?

Bryce: $20.

Thacker: $20, that's right. And all of the other rescue organizations did it at $10. And so Frank asked me to reduce that. It was a smart thing to do so we reduced it down to $10 so it could be even throughout the entire place.

Bryce: Just so everybody knows, we charge $6.35 is what it cost us. We're now subsidizing it and making it $5 and believe it or not we're getting enough donations to cover the cost even when we give some free away. But the $5 has really jumped the attention, they're getting a good deal. And I think they are getting a good deal because it protects the community.

Gandara: That's good.

Thacker: $5 doesn't quite cover our costs. It's like, what it is?

Navarro: The chip itself is $5.25.

Thacker: But we could easily do it for $5.
Sanchez: What's the numbers of the Services Center performing or microchips or inserting microchips versus our nonprofit partners?

Thacker: Well I can tell you every animal that leaves the facility is microchipped. So we have in (inaudible) over 10,000 last year. Of course some of those, about 2,000 were euthanized. But they're microchipped before they go to rescues, they're microchipped before they get returned to owner.

Navarro: I’d say 85% percent or so come in without chips.

Bryce: Rescue organizations (inaudible). Even with us we just restate that.

Thacker: Was that year to date?

Bryce: No.

Thacker: We're around that number every year.

Williams And we do offer microchipping for non-impounded animals as well. So, and some people take it. Like if a community, somebody in the community finds an animal, they come to the shelter, the owner comes in, we'll tell the owner "let's microchip and it's only $10 and that way if he gets out again we can find you". And usually though it's only $10 so they do it.

Bryce: And before we get off this subject, there have been a lot of complaints about not registering or improper registration. We're doing Check the Chip now. We did one Saturday at the mall. We did 15 chips that we implanted, 14 that we checked to increase that returnability or whatever.

Sanchez: So the $10 does cover your cost or our costs?

Dollahon: It'll probably be pretty close. Installing a chip is relatively.

Sanchez: It's easy. Yes I just did the cost of the actual chip and the time.

Thacker: The time, yes. Because you have time to put the information in the system, you have time to, like you could put Bernice's times to receive the box and store them and there's a lot we can get into for there.

**SURRENDER FEE**

Thacker: Okay, so that was our general fees. This is the big one, this is the new fee that we don't currently have. It's the surrender fee. So anybody at any time could bring an animal to us and we take it without charge. This is an issue because we're making it easier for people to bring in animals that they don't want than it is to adopt or even to reclaim. Not only that, we're also going
to be making some changes on the times that we're doing it. Because we'll accept an animal for free at any time from 8:00 until 6:00. Whereas adoptions are 12:00 to 6:00. So there's some problems there that the Center needs to work out as far as times and things.

So this is some information on surrender fees. The Board, we presented this at last Board meeting really quick. Cedar Rapids, $50 and $50, $93, $88, $60, $60. Albuquerque, again they say that there's no funds coming from this that are ever going to make up. They quoted that they're like at $100-and-something dollars per day, per animal. So if they charge that there's no way they're going to get the information, or the fee back because nobody will do it or they will continue to get waived. Washington County, that's what they did. They looked at their average time per stay and how much it cost each day and that's why it's an odd amount $93 and $88. So they know it will, we're getting this extra burden, you're giving us enough money that we can pay for it for that time. Davis County standard at $45 each. So the average is $62 for dog and $66 for cat.

So what we did after the Board meeting, met with you guys, we kept every animal that was surrendered to us. We had them fill out a form. Would you still surrender this animal if you had to pay a fee? And every person marked yes. Then we had a choice of it was $25 to $40 and then it went up $40 to $60, $60 to $80. And every person marked the first one, $25 to $40 as what they'd be willing to pay. Of course it's the lowest, right? We had one person mark the $40 to $60 but we don't know if they were mentally okay.

Ellins: I have a question. How can the average for cats be more than for dogs? Because the fees for cats are either the same or lower in one case?

Thacker: Probably because of bad math.

Ellins: Thank you.

Smith: Clint. Thank you for doing that. Because that was precisely the kind of questions that I wanted to ask. What is our sense of what the market will bear basically? And so you said $25 to $40 was the range that most people marked? I would say that probably given that this is a new fee that we start at the low end of that wherever we're comfortable, but at the low end of that and not rush to push it up but start at the low end just from the standpoint of getting it started. Getting people accustomed to that idea. Hopefully we don't have a lot of repeat people surrendering animals, but nonetheless get the community used to the fact that yes it costs something to bring the animal in. And we don't want animals being turned loose in the desert.

Ward: I think either way we're going to have animals being turned loose in the desert. Because we charge a transport fee right now and some of these, when the officers get that owner release request from Central Dispatch, they
call that owner first, and first they make sure everybody's going to be there. They understand the fee that's involved. Some people don't want the fee and so we give them the choice. If you don't want us to transport your animal you can take it to the Shelter yourself. And they'll do that because they can't afford the fee. So I think we're going to leave them with no other resources but to turn them loose in the desert.

Thacker: Well we're not going to do a hard nose. "It's going to be this amount or we're not going to take your animal." It's going to be "we'll set the fee and then we'll see."

Richardson: And we do have potential for an alternative. We currently have a surrender to foster program which helps us immensely when anybody's willing to do it. But right now there's not a lot of incentive. When they bring us their animal we offer, if you hold on to it we'll intake it into our system, we'll vaccinate it, chip it, consider it our property, you'll become the foster parent. It stays out of our building and we can start working on trying to get it to a rescue. We try to talk them into taking it to our offsite adoption events. But like I said there's no real incentive right now because they just say "well I'd rather leave it here, it's less work." But if we have the fee we can say "you know we'll waive this relinquish fee if you're willing to hold onto the dog." Still relinquish it to us ownership, keep it at your home for a while, while we try to find a new place for it.

Smith: And I think that's the sort of thing that we want to encourage to continue. But perhaps what we do is set up a contingency fund so that if somebody comes in and says "I can't afford to pay the $25 or whatever" then you say "well would you sign this document please? We do have some very kind people in our community have put some money into a fund." So basically they're, you know they're taking advantage of the contingency fund but they're not doing it without some acknowledgement of the fact that they're getting that benefit.

Thacker: Also in the near future we're going to stop taking people just walking into the Center and surrendering animals. They're going to have to sit down and talk with somebody before it occurs here as well. So then we can find out some concerns of why they're doing it.

Sanchez: What does the City of El Paso charge for owner surrender? Do you know?

Thacker: Do not know.

Sanchez: Okay.

Bryce: What is, this is a dumb question.
Thacker: Oh Frank there's no such thing as a dumb question.

Bryce: What's the difference between the cost of euthanasia, the incentive is what I'm trying to, and the surrender? How many, is there, I'm just asking for clarification. Somebody walks in says "it's $25 dollars for you to kill my dog" or $50 for you to take him in. How often does that happen is what I'm concerned about. There's almost an incentive to put them down rather than to try to get them. What are your safe cards? I guess that's the way I want to put it.

Thacker: Well we would, we would look at. Well first of all our contract states it's our call whether to euthanize the animal or not.

Bryce: Okay.

Thacker: So if it's a perfectly healthy animal, like we had a guy come in a couple months ago and he says, "I need my dog euthanized." I'm like "why?" "Because I don't want him to go to another family. He's only known us." He's a perfectly healthy dog. He's only like four or five years old.

Bryce: We've had it happen when people pass away.

Thacker: We told him no.

Bryce: You clarify (inaudible). I suppose there's something that kind of gives us the guideline between the incentive for doing one or the other.

Thacker: Yes and they're told that before they sign those papers. Then they're given the option of owner surrender again.

Ellins: I'm curious how 20 minutes equals $16.

Thacker: Because we took, it was $8 and then we doubled it because of their insurance that we pay. That the individual that we pay the individual, the employee. So PARRA.

Ellins: So you're including benefits?

Thacker: Yes.

Ellins: Okay. Otherwise that guy is making $48 an hour. Which isn't bad.

Thacker: It is for me. I think that's more than I make.

Sanchez: So El Paso charges $55.
Thacker: For owner surrender?

Sanchez: For owner surrender. In the City or in the County.

Dollahon: So what is, what's your transport fee Mary Lou?

Ward: $20.

Dollahon: See I think we're going to, I'm concerned about what we do in the County versus what we do at the Shelter, because if we're not close to being the same fee then they're going to burden one or the other. They're going to burden the County.

Thacker: That's a very good point.

Dollahon: And if they're going "well I'm not willing to pay the County's $20 fee," as I understand Mary Lou, you don't bill them. You collect money.

Ward: No, they pay right then. They pay the officer.

Dollahon: Okay.

Thacker: It's the City who bills them.

Dollahon: It's the City who bills them. And I asked Gino to come but I don't know if he's in town today or what. But I think the City charges the same fee, doesn't it?

Ward: Yes, the City charges but they bill them if they do charge a fee.

Dollahon: And I don't know what our collections rate on that billing is.

Ward: It goes to their I guess Utilities bill or something like that. I'm not sure.

Dollahon: It would have to be, it's not through Utilities bill. It has to be a separate bill to them, and I don't know. I think we have to charge them some fee.

Thacker: Yes.

Dollahon: I don't want us to create a conflict between the City, the County, and the Shelter.

Thacker: So we need to stabilize it. Increase one or the other. And I'm perfectly okay with $20 surrender fee. We just need to figure out, we need to commit to it and say that this is what it's going to be.
Dollahon:  How many owner surrenders did we have last year at the Shelter?

Thacker:  It was our second highest amount, wasn’t it?

Dollahon:  Are we talking 1,000?

Thacker:  It’s in our year end stats.

Ward:  In 2018 our owner surrender fees were $3,540.

Thacker:  At $20 each?

Ward:  At $20 each. And 2019 so far this year, this fiscal year it’s been $1,940. But we did have one permit out of that in 2-10-7’s which is dead animal’s disposal. So it’s less $60.

Richardson:  And really their separate fees. Theoretically they could pay the transport fee and we could also bill them the relinquish fee.

Thacker:  Absolutely. And this would be something that had to be collected in the field. And I talked to Gino a little bit about that too. There has to be the two separate fees. Transport fee is covering their fee for their officers’ time and their trucks and gas and etcetera. Ours would be being able to take that animal in, process it, and that’s only taking half of it if we do the $20. It’s not even doing half of it.

Dollahon:  But they could save the $20 transport fee by transporting the animal themselves to the Shelter.

Thacker:  Yes.

Richardson:  They could potentially, if we wanted them to have them, they could save both fees if they’re willing to hang on to it for a while if we want to do the surrender to foster. And they help us out. Keep them out of the Shelter a little longer.

Thacker:  By pushing them into the Center we’ll also have a sit-down meeting with them to figure out why. “I can’t afford food.” Okay, we’ll set you up with APA food bank. Maybe they will help you. “Fence blows down.” All right let’s get that figured out, we’ll fix it.

Ward:  It’s written in our resolution as an owner relinquish transport fee. So I don’t know if that would go against our resolution or not, we’d have to have a change because of the verbiage.
Thacker: So the only difference would be is how we’re going to do the litters as well, litter of animals. Because we get a lot, a lot of litters. Puppies and kittens. Are we going to do $20 or whatever the fee may be per animal or is it going to be the fee for the group rate? Yes.

Lusk: I had a thought about that. Is at the Shelter when a person is bringing in an entire litter, what discussion are you having about the mother of the litter? Are you having them bring it in and spay that animal? Because it's obviously an unwanted litter so why have another one? So I want to make sure that that's.

Richardson: It's encouraged.

Lusk: It's encouraged but it isn't. I mean I think we're coming to a point where the Shelter has to get a little bit more involved in, and not enforcement but. Okay so they leave them, the Animal Control needs to be made aware of that so they can go to the home and advise them again. Intact permit or spay/neuter. One or the other has to happen to that mother cat or mother dog. There has to be that connection between Animal Control and the Shelter to advise what's happening with those relinquishments. So that we can step in in enforcement. But if we're not advised of it and the litter is just left there and relinquished, whether there's a fee or not, the mother cat, the mother dog is still out there intact and could potentially produce another litter or two or five or ten.

Thacker: Potentially. It's not potentially, it will.

Lusk: Right. So there has to be that commitment of a connection between the Shelter and Animal Control. I believe to close that gap.

Williams Well we do offer just like you said with just any dog, if they bring us litters and they have mom and dad or dad, we offer. If they hold onto that litter until we can get a rescue, adoption, or whatever, we will offer to fix mom and dad. However, if they leave them, it's pretty much up to them. We encourage them.

Thacker: Yes, what Vicki is saying is we need to let Animal Control know so they can go out and enforce the law.

Williams You can run a report in Shelter of owner surrenders and why.

Lusk: But will that separate County and City or is it going to be all meshed together?

Williams They all, how they intake is either City or County.
Richardson: It would be nice because a lot of people claim they’re strays when they turn in the litter. Because they’re worried they’re going to be charged.

Williams: They found them.

Richardson: It’d be nice whether if they bring in a litter whether they say they’re theirs or not we could turn it over to you all.

Dollahon: I’m assuming we’re scanning the animal and everything else. So, I mean, that’s.

Thacker: Does Animal Control have the time to do this?

Dollahon: I would sit there and say.

Lusk: We have to make the time. I mean this is an issue of overpopulation and so everybody needs to make a commitment to following up on this and ensuring compliance. We’re not going to get anywhere if we don’t. Short of a mandatory spay and neuter law, you know, and we’re not there yet. We have to continue that compliance on the field side but we need to be aware of it to make that compliance visit.

Ward: Especially now with our spay and neuter program that’s going on.

Lusk: Yes. So we have a solution.

Ward: We have the resources for these people to do it for free.

Lusk: And a solution for them

Ward: There’s no excuse.

Thacker: Is that entire County or just Doña Ana area?

Ward: Entire County now. It was Doña Ana as a pilot project.

Gandara: How much money did you put into that?

Lusk: $60,000.

Ward: There’s $100,000 allocated.

Lusk: That would be available. But the initial contract is $60,000.

Smith: Two cautionary tales that I want to share just because they impact my thinking on this. One was when I was in college I was riding on a country
road. Actually it was a highway that hadn't quite opened yet, but somebody had driven by and I can't remember if it was a pillowcase or a bag, but somebody had thrown out a bag, a litter of kittens, they were dead, but they were, you know, had sort of spilled out of this bag. And that is an enduring, you know this is from almost 60 years ago at this point. No almost 50 years ago at this point.

Gandara: Greg, don't admit that. No, I'm just kidding.

Smith: Anyway, I always remember that because that's how some people have dealt with their litters. They, you know they bag them and thrown them into a river or they've thrown them out somewhere and I don't ever want us to be in the position of having encouraged by whatever we've done, that.

The other is that shortly a couple years later I was on Cape Cod and walking from one place to another and saw a car drive up to a parking lot, push a dog out and drive away. This is in a populated area; it wasn't out in the desert. And that dog ran after that car and could not catch up. Yes, those are painful, painful memories for me. Those things stick out in my mind. So I'm not saying that what we're doing here is by any means wrong, but I just want to be sure that we are conscious of what we're doing in a way that we're increasing.

Thacker: The drive is in the right force.

Smith: Yes. That we're increasing the number of animals which are finding their ways into homes and decreasing the number of animals that need to find their ways into homes.

Thacker: And we are, yes go ahead David.

Dollahon: Can I ask on this litter surrender, going back to that. So are they, if they're claiming it's a stray litter, are they bringing in the litter by itself without the mother dog? Or, well if it's a "stray litter," I would be saying you should be bringing in mama dog with them.

Richardson: Usually they say mama showed up, gave birth under our trailer and hasn't come back.

Williams Or I found them in the desert.

Ward: And some people do. I mean honestly half the people who call us and say the officers go out there and they're good Samaritans and they're hiking and they found a litter of pups or a litter of kittens and mom's nowhere to be found. And so they do call it in. So it is a legit thing.

Thacker: But if they say they're stray, we're not going to charge them.
Ward: Not always. We go to their home sometimes and there's bowls and leashes. You know it's their dog, but.

Thacker: But to go back to what Greg was saying really quick, I've been an Animal Control Officer in a lot of different areas and cities. And no matter the population you always get kittens in dumpsters and dogs running loose that are obviously owned. So no matter where we go it's going to happen. I still want to give this a try. Do our fees or look at our fee assessment, come up with some fees where we can say they're updated, and start charging a surrender fee. Because that's going to give us the foothold to, like Paul said, be able to do these different programs and give some incentive on following.

Ward: I think if, speaking from our past experience on our ACES projects. We're in our seventh year of doing our ACES and it's, and we talk about trash but we also talk about Animal Control stuff. Because when it started, this project started our intention was to go in and educate the community without citations and enforce, you know just voluntary compliance and educate them. And then it kind of grew where we realized that just that's not enough of educating these guys. It's not enough. We have to provide a resource. And yes granted we have rural communities, rural areas that we have to go out to, but we have to provide resources way out into these rural areas. That's where the cleanup days and everything else has started from there.

But I think we have seen such a dramatic change in what the violations we see. In the communities and in our compliance rates. You know our compliance rates are going way, way up. Our trash in the desert is getting way, way down. We're looking for illegal dump sites versus we could see them all the time. So by offering those resources we're giving the community members ways to come into compliance. We have to give them a way to do this. An easy, accessible way or they won't do it. Whatever that may be. I'm just saying.

Dollahon: So Mary Lou does your money go into the County general fund? Your revenue.

Lusk: The fees?

Dollahon: Yes the fees.

Lusk: The permit fees and stuff.

Dollahon: See the same thing applies to the Animal Control for the City. So here's a thought, if you, and I don't have any answer for the litters sorry. I'm open for ideas on further.
Gandara: Who does?

Dollahon: Well as to the discussion as to the fee but if there's an animal surrender through the County or the City ACO we hit them with the fee but then we don't hit them with a fee here at the Shelter, unfortunately. But if it's an owner surrender at the Shelter we get them with the same $20 fee.

Thacker: Why would we do that? Why would the Center not collect a fee?

Dollahon: Well because ACO's bringing in. And the County and the City are contributing to the Shelter operations.

Thacker: Those are two different services.

Dollahon: I understand that. But I think if we're not careful we create a problem elsewhere because we're saying "well you got to pay the County a $20 fee and then we're also going to send you a bill from the Animal Service Center for another $20 fee?"

Thacker: It's not going to increase.

Eakman: If I might, I'm trying to balance my hats right now. Shelter Board of Directors, City Council, I'm trying to balance the hats. And in a shelter we're not there to punish anyone. We're not there for retribution or anything. We're there to shelter animals. That's what it is. Law and order and following the rules that belongs to the City. That belongs to the County. But at the same time we're asking the Executive Director of the Shelter to work within his budget and so I'm just having difficulty with my hats here. Unless the City and the County are ready every year to put in the amount of money it takes to run a shelter and not be in the law and order business, that's one thing. I really see that our ordinances and our resolutions have to be better enforced within the City for one. That's our obligation as a City Council is to make sure those things are in and they're workable and people follow them and we're not pushing all the costs onto other taxpayers from the irresponsible pet owners. But on our fees and things like that I think a reasonable fee for something like this is necessary. If it needs to be reimbursed by the City or the County because it's their citizens causing it, maybe that's another thing.

Dollahon: Well, and a fee is a fee for usage. A fee for service. That's, I mean you pay to go to a class at the museum or usually not at the library but we do, it's a fee for service. We are experiencing a service out in the field for Animal Control but we also experience a fee for service at the Shelter. My concern is we have to be careful about what we're doing at the County and the City taking an animal surrender. The City and the County both contribute $1.25 million to the Shelter's operations. Now does that mean that their budget doesn't need to grow and so forth and there needs to be some mechanisms
that look at that? But I don't want us to be punitive to the point where we're creating a problem where people will do. Then what we're facing is abandonment. Right? People abandoning the animals out in the desert and Animal Control is still going to get called. They're still going to pick up the animal, and they're still going to take it to the Shelter and nobody’s getting any money in that regard.

Thacker: With all due respect we don't know that. That's been said over and over and over. We are not 100% sure there's going to be a huge spike in stray animals in the desert.

Dollahon: We don't know that. You’re right. But we have to balance that.

Gandara: And you can't, the thing is that you are not responsible for people's choices. Someone has made that choice, right? And if they made that choice and it's unlawful be it at the desert or somewhere else, the piece where we have the control is an owner surrender to the Center. And that happens all the time. I see those numbers like every day. And so we have to be able to say, and the reasons are varied right?

Thacker: Oh yes.

Gandara: Reasons are varied. So for me it's like you have to charge them something. But what if they call, what if they and that happens too, where they're calling you saying "we want to surrender" right as well. And those are varied as well. How much of that is irresponsible pet ownership?

Thacker: Yes I think we're all in agreement that we need to charge a fee. It's just if they can be double charged with County and that.

Sanchez: I think, I was going to say I could see where there could be issues in terms of "okay they just got charged the $20" like just in the County alone. The $20 and then now they're going to get another fee from the Service Center and they're, you know it's like they're getting hit twice and they may not pay that second. They may pay the first because we're not going to take it.

Thacker: Well not charging it will solve the problem of how are the Center going to get the money?

Sanchez: True.

Thacker: Because if you bring the $20 dog in, how are we going to get it? We would have to bill them.

Sanchez: Correct.
Thacker: And that costs money on the other end of trying to collect it.

Dollahon: You're never going to get it. You're never going to get it paid.

Sanchez: So I think that there's the, I could foresee what David's saying here. I think the other part of it, I think where Councilor Eakman is talking about I think is where this even comes up in the whole discussion was around our costs for the Service Center for providing this service by taking it in for free. And how do we allay some of those costs while at the same time trying to discourage that from, I don't want to say discourage it but trying to do it in a way that we don't cause any other, where they don't surrender it they just abandon it, abandonment. So I don't know. I could foresee. I still think it comes through the Service Center. Still there's a fee. You know if we start getting evidence that it's not getting paid, then it's something we can, you know that would be up to the Board and can be brought up as this data. "Hey we're not. We have X amount of, you know X number or X amount of dollars that's delinquent because they're refusing to pay" and we can reevaluate it at that point. But I think from my, the reason this came up in the first place was around the surrender fee cost. How do we address some of it?

Thacker: I think the more I think about it. Yes the more I think about it the more I do not like the idea of charging if it comes from the field. Because that would be extra phone calls coming into us saying "I got this bill." It would take the charge of the money of housing that phone call, taking care of it, sending the paperwork in, you know how many. Poor Bernice is already flooded. She'd have to do that.

Dollahon: Delegate.

Thacker: So I think the more I'm thinking about it the more it's not worth the $20 to collect. Because I'm spending almost as that to try to collect it.

Dollahon: Because I would argue that the County and the City ACO fee is $20. And if you surrender it to them, here's the $20. They have to pay it. They're going to have to pay it somehow. But if you surrender it at the Shelter which saves Animal Control from responding, there is a fee charged at the Shelter. We're telling you as part of responsible pet ownership to give up that right you have to pay the fee. I would argue they need to be the same. In the field it's $20 and then it comes in free to the Shelter or you surrender it at the Shelter and it's $20. They're still paying the same $20 because the City and the County Animal Control money goes into the general fund which in turn, is what general fund money is what pays for the operations of the Shelter in the City and the County's contract.

Thacker: Commissioner, do you have something?
Ward: I think that's important because if you have a different fee, like if the City and County is $20 and the Shelter charges $100, they're never going to go to the Shelter. They're going to call us.

Thacker: Yes that's what he was saying. Increase your calls.

Ward: And it's going to increase so much work for us that we won't be able to do the animals.

Gandara: And $20 is the appropriate amount.

Ellins: Is the City transport fee $20?

Thacker: We believe so but we're not.

Dollahon: We believe so but I'm willing to take that back to Council.

Thacker: That would just be a Council meeting agenda item, wouldn't it David? Get that switched.

Richardson: I was going to say the, I still think the surrender to foster is big for us. So one of the things, the issues with in relinquishing out in the field, right now that kind of seems like it's up to the officers whether or not to offer that. Because we have pamphlets explaining that program. We're the ones offering the option, like instead of surrendering it, hang on to it, the Shelter will provide this, and this, and this.

Ward: And I think that's great that you say that Paul because I think it's a very important piece to add to it. And yes, I think City and County both need to get on board with that. More than what they are because that will help reduce a lot of these. If we can do that.

Richardson: And we could make it more streamlined. It's like so here's who you call, here's who contact to get it started.

Thacker: Yes. Okay.

Gandara: The transport fee. How was, who came up with that and is that the appropriate fee? Is that what it cost you? $20 to do?

Ward: Well that's.

Gandara: Your gas, your time.

Lusk: It was probably based on salaries at that time and that was when, in 2013?
Ward: Yes.

Lusk: So it's, it hasn't been reviewed since then either.

Thacker: Well that's something that we should.

Gandara: I feel we should redo it.

Thacker: For some reason I had the City in my head at $45. But I know that’s not right.

Gandara: Isn't on our ...

Dollahon: That's what I'm trying to get to.

Ward: I can ask Gino.

Thacker: Okay. So that's where we're at. We make a decision today on the fees.

Dollahon: You can't, you're in a work session today.

Thacker: Well I mean not a work item.

Smith: You can look for our consensus as far as going forward.

Gandara: Look for our consensus. Isn't it up to you?

Dollahon: No he should be bringing back a resolution with a fee schedule with an effective date.

Sanchez: I would say on the surrender fee I would, I agree that it should probably be equal, so $20.

Thacker: Okay.

Gandara: So I think it behooves us to look at is $20 the appropriate fee because things have changed so much. It was based on salaries and whatever else and you as a Commissioner, me as a Councilor should look at that and determine if that's the proper fee.

Dollahon: Transport fee for owner relinquishment inside the City is $20 per animal.

Eakman: I'd go back to the survey Clint did, $25 to $40 seems to be affordable. So even up to $40 is not unheard of since they've already said "I'd pay that."
Lusk: How many were surveyed? Do you have a number?

Thacker: I believe it was 16 was my final number.

Lusk: So small number

Thacker: So it was really small.

Lusk: Really, really small.

Eakman: Well we really hope the surrenders are small too.

Ellins: When you did those comparisons to other counties, were they more affluent than this County?

Thacker: Yes.

Smith: Everybody's more affluent than this County.

Ellins: My point is I don't think you should be forcing fees that level.

Thacker: In some places $40 is very affordable whereas here it's not.

Ward: And I tell you some of the officers because I really hate that our officers have to put fees in the bill. It's one of our things we're trying to work out not to do it because.

Dollahon: Cash management.

Ward: Yes. It's really it's not a safe thing to do anyways. But they have envelopes that they put the money in. Sometimes they're coming in with quarters and things that people don't have the money and they're gathering their change and everything for this $20 transport fee because they don't have the money, or no other means. And we're counting them out and (inaudible) turn them in on that level. But it's like we see it.

Dollahon: I would argue that your first animal should be $20 or your first, all adult animals should be $20. If you're doing litters it's $5 per animal to a maximum of $40 in any given litter. The first one's $20 and every littermate after that is $5 to a maximum of $40.

Thacker: Litters is where we get the problem of dumping. Because I think they're the highest. So I would dare say just $20 and $20.

Richardson: You can say it's this much unless you can show me within 30 days you have the parent fixed. And then it's nothing.
Dollahon: Well because if, I understand what Mary Lou said, you do find good Samaritans of people who found litters out in the desert.

Thacker: Well those are strays. So we don't even charge for those.

Dollahon: So somebody, a good Samaritan finds a litter out in the field, out in the desert and brings them in you're treating them as a stray not as an owner surrender?

Thacker: Correct.

Dollahon: But if you're bringing in, I'm sorry if you're surrendering a litter from your own dogs or your surrendering the mama and the dogs, you should be paying for the first dog and then up to the litter, up to a cap.

Thacker: $20 for the adult dog and $20 for the litter.

Dollahon: Yes. Because they could have spent the money earlier on affordable spay and neuter and we wouldn't have this problem at all.

Thacker: Or we can say $20, $20 but if, like Paul said, you do our foster to surrender. Hold onto the animal, we'll spay the mom and you don't have to pay anything. So they would be the foster.

Dollahon: That's fine too.

Thacker: That's where we're trying to get to is to get some bite in this where some gain that we can do these programs. Because right now it's just up to the person to be nice because there's no fee. There's nothing.

Dollahon: I think we just need to create consistency between the three organizations; the City, the County, and the Shelter, and the $20 does it. Now how you handle litters and extras, I don't know. But I'm willing to entertain any ideas.

Thacker: So Mary Lou do you guys treat an adult dog and a litter as one transport fee or is it two?

Ward: It's per animal.

Thacker: Per animal.

Dollahon: That's what the City's is, is per animal.

Ward: Per animal.
Williams: They have a mom and.

Thacker: But how can you do that when?

Ward: Per animal per pickup.

Lusk: And so what happens primarily in that situation because there’s no, right now there’s no owner surrender fee at the Shelter. When they have a large litter like that and the mom, they’ll end up taking it. They’ll say "no I can’t pay the $100 or the $150" or whatever it added up to, they’ll drive them to the Shelter. Because there’s no fee for them to do that right now.

Thacker: But if the fee’s set up to cover your costs.

Lusk: Right.

Thacker: There’s no extra costs to do a litter it’s just one.

Dollahon: Because you’re going to put them all in one cage I think.

Lusk: But the way the ordinance is written says per animal, per pickup. It’s very specific so we have to charge.

Thacker: Commissioners get that changed.

Lusk: We have to charge right now per animal, per pickup.

Richardson: And that’s just the fee?

Lusk: The owner surrender fee.

Richardson: Not the ordinance but the.

Ward: It’s a resolution.

Smith: So the thought that occurs to me to the difference a day can make. A pregnant female would be one transportation charge. A day later she’s delivered her litter and.

Lusk: Yes. Same scenario.

Ward: So we’re still actively trying to spay and neuter right now.

Dollahon: You get a responsible.

Ellins: What is the County ordinance that you guys think ought to be fixed?
Ward: Yes there's a few things in that County ordinance that we need to work on. Definitely.

Ellins: Well you need to bring that to us at some point.

Lusk: Our whole intention was to wait through all of this to see what the public input was from the City so that we cannot relive the same things and it'll make it easier for us to get it through the County. And then we see what those are and we try to mirror as close as we can so that was our intent. So we're not trying to do it simultaneously and end up with different things again is do it after the City's.

Dollahon: Right what happened last time was the County went first and then the City followed suit. Well, we're taking the reverse course this time to update the City and then County is hopefully going to.

Lusk: Let you go first this time.

Dollahon: Tag you're it.

Lusk: Yes.

Dollahon: And we're close.

Navarro: I understand that you're wanting to see if you can align the fees with the City, the County, and everything. But I do foresee that we would have a big problem if somebody, you know you tell them "well it's transport fee per animal" so they come to the Shelter. And if we were to try to charge the same things, I think that.

Thacker: Yes we can't do per animal.

Dollahon: I think it's $20 per adult animal and then if you're taking an adult with a litter it's $5 per litter member along with the adult, up to $40. If it's just a litter, then the first animal is $20, after that it's $5 each additional animal. That gives you $20 plus a max of another $20 which is not unreasonable. The first animal's $20 if it's a mom with a litter then it's each additional animal after that is $5 an animal up to $40.

Smith: So basically you've got a $20 base and a $40 max.

Dollahon: Exactly.

Thacker: What about small animals? I don't want my guinea pig anymore. Here's my parakeet.
Dollahon: Animal surrender is an animal surrender.

Ward: Per animal. It doesn't specify what kind. We could take in a goat. Owner release goat. It's an animal. We've actually had that.

Smith: Whatever we do, we're going to have to monitor what we find out as far as what that impact is on the surrenders and on the other things. So that if we're seeing that our unintended consequences are leading to things that we don't want to see then we're going to have to adjust accordingly.

Sanchez: I think one of the concerns that I have with the small animals is that, and maybe I misinterpreted this but during one of the Finance Committee meetings we talked about how you at the end of the year had to go and run and get, I can't remember what kind of feed because it was a different, you know I don't even know if it was regular sized, big animal, small, but you know when you start.

Thacker: I was getting yelled at for using a credit card. I told them we had to go buy Timothy hay.

Sanchez: That's what, okay. But those are the concerns that I have is unless you have a lot of specific type of feed for a lot of these smaller animals.

Thacker: That's very true.

Sanchez: I would say they actually even cost a little more because they might be a little more specialized. I don't know.

Ward: And that's a very good point because that's what we're going to be looking at the court hold facility because it's court hold. So a couple years ago we housed 280 roosters. Talk about chicken scratch and the other things we had to go pick up at the last minute and keep running to the feed store. And water bowls and things.

Thacker: Wait until you get a horse.

Dollahon: By the way, I'm just going to go on record I did mention I raised my concerns.

MANY TALKING AT ONCE.

Thacker: All right we can look into that $20 and $5.

Gandara: Do you really have people that bring their adult dog with a litter.

Williams: Yes.
Thacker: Yes. Oh yes.
Williams: Every day.
Thacker: Sometimes it’s with mom and dad. But not usually.
Gandara: And they want to release both of them? Owner release?
Thacker: We had one just dad yesterday.
Gandara: And they want to owner release everything?
Richardson: The dog keeps having babies, I don’t want it.
MANY TALKING AT ONCE.
Lusk: They’re out in the backyard tied up anyway.
Williams: They’re not attached to them.
Thacker: And what this is going to do is give us that power.
Williams: They’re property.
Thacker: It’s going to give us that power to say "it’s going to be $20 for the adult dog, $5 for each of those or you could bring it to your program, keep the dogs, we’ll sterilize, and we can get it out to rescue" so that it never comes into our Shelter. Did you have something?
Sanchez: No.
Dollahon: I think it’s worth the effort. It needs to be a deterrent, a discouragement without being a punishment. And creating an unintended consequence.
Ward: We still need to provide resources.
Dollahon: Yes.
Thacker: And it also allows us if somebody balks and complains we can tell them how much it is to bring the animal in. That it doesn’t even cover our cost, this is something that assists with the cost and so on. Because we could say it’s $40 or $46.
Lusk: And just a reminder, so the County’s spay and neuter contract for this year includes, if they don’t already have it, a rabies shot and a microchip. So it is an all in one. So the entire service is free if they’re low income qualified.

Williams: And they go through you guys?

Lusk: They go through SNAP.

Williams: SNAP.

Ward: But we’re going to give them a certificate to go through SNAP. Or they can go through SNAP and if they.

Lusk: As long as they are County resident.

Ward: Then there you go.

Thacker: Well I think I have a good consensus of what is going on. I’ll read over the minutes and make sure they’re accurate and then we’ll present them to the Board in September.

Dollahon: I would put an effective date maybe like October 1st, September 15th, or something. You don’t want to do it the day of the Board meeting.

Thacker: No.

Dollahon: You want to do it some date into the future. Not too long, but you need to give a little bit of public notice. Well not too much of a public notice because you don’t want everybody running in the door with their free owner surrenders.

Thacker: Exactly.

Dollahon: You could implement the owner surrenders immediately and then all the other fees adjust at some date in the future, two weeks later or something like that.

Thacker: Okay. Was there any other consensus on the fee schedule we presented, my suggested fees other than the zero and $30? And standardized first, second, and third impound would be the $50.

Smith: Yes. Thank you.

Thacker: Okay.

Eakman: Thank you.
Ellins: Question. Has the City appropriated any money for SNAP yet?

Dollahon: No.

Ellins: Is it going to?

Dollahon: Yes, there has been a request.

Gandara: It's has been requested.
MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors

From: Josie Medina, Accounting Manager

Date: September 10, 2019


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

- The Statement of Net Position (page 1) shows cash of $332,691. There is an outstanding account receivable balance of $363,776 from Dona Ana County in the General Fund.

- The outstanding payroll liabilities are $61,911 for the General Fund. There is no outstanding accounts payable balance. In addition, there is a $25,000 Best Friends Grant that waives first-time impound fees in Revenues Collected in Advance.

- All Capital Projects are complete and there is currently no activity.

- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are $764,518. YTD operating expenditures are at $335,816, which results in an increase in Net Fund Balance of $428,702.

- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 26.7% of budgeted revenues and 11.9% of budgeted expenditures have been recognized. The current budget parameter for this month is 16.7%.

- The Grants and Donations Schedule on page 7 provides a summary of grants and donations received.

CC: Teri L. Gayhart, MBA, CPA CGMA, Finance Director
CC: Amador Espinosa, Accountant
### Animal Service Center of the Mesilla Valley

#### Statement of Net Position

**August 31, 2019**

<table>
<thead>
<tr>
<th></th>
<th>Fund 7440 General Fund</th>
<th>Fund 7441 Capital Projects</th>
<th>Fund 9440 Capital Assets</th>
<th>Statement of Net Position</th>
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<td><strong>Assets</strong></td>
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<td>Current Assets</td>
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<td>Cash &amp; investments</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td>$ 696,467</td>
<td>$ -</td>
<td>$ 290,322</td>
<td>$ 986,789</td>
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</table>

|                |                        |                             |                          |                           |
| **Liabilities**|                        |                             |                          |                           |
| Current Liabilities |                        |                             |                          |                           |
| Accounts payable | -                      | -                          | -                        | -                         |
| Accrued wages payable | -                     | -                          | -                        | -                         |
| Accrued payroll liabilities | 61,911    | -                          | -                        | 61,911                    |
| Revenue collected in advance | 25,000    | 354                        | -                        | 25,354                    |
| **Total Current Liabilities** | 86,911   | 354                        | -                        | 87,265                    |

|                |                        |                             |                          |                           |
| **Fund Balance** |                        |                             |                          |                           |
| Required reserve | 235,689               | -                          | -                        | 235,689                   |
| Restricted      | -                      | -                          | -                        | -                         |
| Unassigned      | 373,867               | (354)                      | 290,322                 | 663,834                   |
| **Total Fund Balance** | 609,556  | (354)                      | 290,322                 | 899,523                   |
| **Total Liabilities and Fund Balance** | $ 696,467 | $ -                      | $ 290,322                | $ 986,789                 |
## Animal Service Center of the Mesilla Valley
### Statement of Revenues, Expenditures, And Changes in Fund Balance
#### For the Period Ended August 31, 2019 (Unaudited) as of August 31, 2019

<table>
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<tr>
<th></th>
<th>General Fund 7440 Actual</th>
<th>Capital Projects 7441 Actual</th>
<th>Fixed Assets 9440 Actual</th>
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<td>73,581</td>
</tr>
<tr>
<td><strong>Net Change in Fund Balance</strong></td>
<td>428,701</td>
<td>38,755</td>
<td>-</td>
<td>467,456</td>
</tr>
<tr>
<td><strong>Net Investment in Capital Assets</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>180,855</td>
<td>(39,109)</td>
<td>290,322</td>
<td>432,067</td>
</tr>
<tr>
<td><strong>Ending Fund Balance</strong></td>
<td>$ 609,556</td>
<td>$ (354)</td>
<td>$ 290,322</td>
<td>$ 899,523</td>
</tr>
</tbody>
</table>
Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
And Changes in Fund Balance - Budget and Actual  
as of August 31, 2019

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Actual</th>
<th>Actual/Bgt %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pet licenses-CLC</td>
<td>$59,608</td>
<td>$7,449</td>
<td>12.5%</td>
</tr>
<tr>
<td>Pet licenses-DAC</td>
<td>18,000</td>
<td>2,127</td>
<td>11.8%</td>
</tr>
<tr>
<td>Vaccinations</td>
<td>19,339</td>
<td>1,943</td>
<td>10.0%</td>
</tr>
<tr>
<td>Pet micro-chip</td>
<td>39,968</td>
<td>2,378</td>
<td>5.9%</td>
</tr>
<tr>
<td>Onsite adoptions</td>
<td>51,787</td>
<td>11,260</td>
<td>21.7%</td>
</tr>
<tr>
<td>Return to owner-DAC</td>
<td>10,333</td>
<td>1,509</td>
<td>14.6%</td>
</tr>
<tr>
<td>Return to owner-CLC</td>
<td>28,517</td>
<td>3,532</td>
<td>12.4%</td>
</tr>
<tr>
<td>Spay/neuter</td>
<td>51,088</td>
<td>2,654</td>
<td>5.2%</td>
</tr>
<tr>
<td>Dona Ana County</td>
<td>1,250,000</td>
<td>363,636</td>
<td>29.1%</td>
</tr>
<tr>
<td>City of Las Cruces</td>
<td>1,250,000</td>
<td>363,636</td>
<td>29.1%</td>
</tr>
<tr>
<td>City of Anthony</td>
<td>6,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Donations &amp; memorials</td>
<td>21,263</td>
<td>2,174</td>
<td>10.2%</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>8,853</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>City of Sunland Park</td>
<td>2,858</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Village of Hatch</td>
<td>338</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other revenue</td>
<td>30,156</td>
<td>2,219</td>
<td>7.4%</td>
</tr>
<tr>
<td>Investment income</td>
<td>18,235</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td>2,866,343</td>
<td>764,518</td>
<td>26.7%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>2,128,116</td>
<td>275,900</td>
<td>13.0%</td>
</tr>
<tr>
<td>Temp agency services</td>
<td>70,000</td>
<td>2,800</td>
<td>4.0%</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>33,429</td>
<td>2,274</td>
<td>6.8%</td>
</tr>
<tr>
<td>Services</td>
<td>283,738</td>
<td>23,938</td>
<td>8.4%</td>
</tr>
<tr>
<td>Supplies</td>
<td>187,547</td>
<td>12,383</td>
<td>6.6%</td>
</tr>
<tr>
<td>Insurance</td>
<td>61,939</td>
<td>13,699</td>
<td>22.1%</td>
</tr>
<tr>
<td>Other</td>
<td>63,504</td>
<td>4,822</td>
<td>7.6%</td>
</tr>
<tr>
<td>Capital outlay</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total expenditures</strong></td>
<td>2,828,273</td>
<td>335,816</td>
<td>11.9%</td>
</tr>
</tbody>
</table>

Net income (loss)                               | 38,070| 428,702|

Transfer to capital from operations             | 28,000| -       |

Net change in fund balance                     | $10,070| 428,702|

Beginning Fund Balance                         | 180,854|

Ending Fund Balance                            | $609,556|
Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
Revenues as of August 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>DAC</th>
<th>CLC</th>
<th>All other rev</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Budget</td>
<td>1,250,000</td>
<td>1,250,000</td>
<td>366,343</td>
</tr>
<tr>
<td>YTD Actual</td>
<td>363,636</td>
<td>363,636</td>
<td>37,246</td>
</tr>
<tr>
<td>% of budget</td>
<td>29.1%</td>
<td>29.1%</td>
<td>10.2%</td>
</tr>
</tbody>
</table>
Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
Expenditures as of August 31, 2019

Budget Parameter = 16.7%

<table>
<thead>
<tr>
<th></th>
<th>Annual Budget</th>
<th>YTD Actual</th>
<th>% of budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>2,128,116</td>
<td>275,900</td>
<td>13.0%</td>
</tr>
<tr>
<td>Temp agency services</td>
<td>70,000</td>
<td>2,800</td>
<td>4.0%</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>33,429</td>
<td>2,274</td>
<td>6.8%</td>
</tr>
<tr>
<td>Services</td>
<td>283,738</td>
<td>23,938</td>
<td>8.4%</td>
</tr>
<tr>
<td>Supplies</td>
<td>187,547</td>
<td>12,383</td>
<td>6.6%</td>
</tr>
<tr>
<td>Insurance</td>
<td>61,939</td>
<td>13,699</td>
<td>22.1%</td>
</tr>
<tr>
<td>Other</td>
<td>63,504</td>
<td>4,822</td>
<td>7.6%</td>
</tr>
</tbody>
</table>
## General Fund 7440

### Animal Service Center of the Mesilla Valley

#### Statement of Revenues, Expenditures, And Changes in Fund Balance

**July 2019 Through June 2020 (Unaudited)**

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Revised Budget</th>
<th>July-19</th>
<th>August-19</th>
<th>September-19</th>
<th>October-19</th>
<th>November-19</th>
<th>December-19</th>
<th>Total</th>
<th>Actual/Bgt %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pet licenses-CLC</td>
<td>$59,608</td>
<td>$3,838</td>
<td>$3,611</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$7,449</td>
<td>12.5%</td>
</tr>
<tr>
<td>Pet licenses-DAC</td>
<td>18,000</td>
<td>968</td>
<td>1,159</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,127</td>
<td>11.8%</td>
</tr>
<tr>
<td>Vaccinations</td>
<td>19,339</td>
<td>858</td>
<td>1,085</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,943</td>
<td>10.0%</td>
</tr>
<tr>
<td>Pet micro-chip</td>
<td>39,986</td>
<td>988</td>
<td>1,390</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,378</td>
<td>5.9%</td>
</tr>
<tr>
<td>Onsite adoptions</td>
<td>51,787</td>
<td>4,816</td>
<td>6,444</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>11,260</td>
<td>21.7%</td>
</tr>
<tr>
<td>Return to owner-DAC</td>
<td>10,333</td>
<td>782</td>
<td>727</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,509</td>
<td>14.6%</td>
</tr>
<tr>
<td>Return to owner-CLC</td>
<td>26,517</td>
<td>2,045</td>
<td>1,487</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,532</td>
<td>12.4%</td>
</tr>
<tr>
<td>Spay/neuter</td>
<td>51,088</td>
<td>1,515</td>
<td>1,139</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,954</td>
<td>5.2%</td>
</tr>
<tr>
<td>Dona Ana County</td>
<td>1,250,000</td>
<td>275,000</td>
<td>88,636</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>363,636</td>
<td>29.1%</td>
</tr>
<tr>
<td>City of Las Cruces</td>
<td>1,250,000</td>
<td>275,000</td>
<td>88,636</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>363,636</td>
<td>29.1%</td>
</tr>
<tr>
<td>City of Anthony</td>
<td>6,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Donations &amp; memorials</td>
<td>21,263</td>
<td>901</td>
<td>1,273</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,174</td>
<td>10.2%</td>
</tr>
<tr>
<td>Grant revenue</td>
<td>8,853</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>City of Sunland Park</td>
<td>2,858</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Village of Hatch</td>
<td>338</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other revenue</td>
<td>30,156</td>
<td>935</td>
<td>1,284</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,219</td>
<td>7.4%</td>
</tr>
<tr>
<td>Investment income</td>
<td>18,236</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td>2,866,343</td>
<td>567,646</td>
<td>196,871</td>
<td>-</td>
<td>-</td>
<td>0</td>
<td>0</td>
<td>764,517</td>
<td>26.7%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Revised Budget</th>
<th>July-19</th>
<th>August-19</th>
<th>September-19</th>
<th>October-19</th>
<th>November-19</th>
<th>December-19</th>
<th>Total</th>
<th>Actual/Bgt %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>2,128,116</td>
<td>112,966</td>
<td>162,934</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>275,900</td>
<td>13.0%</td>
</tr>
<tr>
<td>Temp agency services</td>
<td>70,000</td>
<td>-</td>
<td>2,800</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,800</td>
<td>4.0%</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>33,429</td>
<td>1,348</td>
<td>926</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,274</td>
<td>6.8%</td>
</tr>
<tr>
<td>Services</td>
<td>283,738</td>
<td>15,856</td>
<td>8,083</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>23,938</td>
<td>8.4%</td>
</tr>
<tr>
<td>Supplies</td>
<td>187,547</td>
<td>5,334</td>
<td>7,049</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>12,383</td>
<td>6.6%</td>
</tr>
<tr>
<td>Insurance</td>
<td>61,939</td>
<td>12,916</td>
<td>783</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>13,699</td>
<td>22.1%</td>
</tr>
<tr>
<td>Other</td>
<td>63,504</td>
<td>1,805</td>
<td>3,017</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,822</td>
<td>7.6%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Capital outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total expenditures</strong></td>
<td>2,828,273</td>
<td>150,225</td>
<td>185,592</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>335,816</td>
<td>11.9%</td>
</tr>
</tbody>
</table>

| Net Operating Income (Loss) | 36,070 | 417,421 | 11,279 | - | - | - | - | 428,701 |

| Transfers | 28,000 | - | - | - | - | - | - | - |

| Net Change in Fund Balance | $10,070 | $417,421 | $11,279 | $ - | $ - | $ - | $ - | $428,701 |
### Animal Service Center of the Mesilla Valley
#### Grants and Donations Schedule
as of August 31, 2019

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project</th>
<th>Project Name</th>
<th>Award Amount</th>
<th>Life-to-Date Expenditures</th>
<th>Remaining Balance</th>
<th>Type</th>
<th>End Date</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>7440</td>
<td>11864</td>
<td>Best Friends</td>
<td>$25,000</td>
<td>-</td>
<td>$25,000</td>
<td>Local Grant</td>
<td>7/1/19 to 7/31/2020</td>
<td>The purpose of the grant is to waive the first-time impound fee and hold period.</td>
</tr>
</tbody>
</table>
## Monthly Statistics Report - August 2019

### Intake

<table>
<thead>
<tr>
<th>City of Las Cruces</th>
<th>Dogs</th>
<th>Cats</th>
<th>Rabbits</th>
<th>Reptiles</th>
<th>Pocket Pets</th>
<th>Avian E</th>
<th>Avian L, W</th>
<th>Livestock</th>
<th>Wildlife</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner Surrender</td>
<td>42</td>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>62</td>
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<tr>
<td>Returned Adoptions</td>
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<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Seized/Welfare Hold</td>
<td>13</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>Strays (brought in by the public)</td>
<td>70</td>
<td>60</td>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>131</td>
</tr>
<tr>
<td>Strays (brought in by Animal Control)</td>
<td>141</td>
<td>114</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>255</td>
</tr>
<tr>
<td>Wildlife</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td>2</td>
</tr>
<tr>
<td><strong>Subtotal City of Las Cruces</strong></td>
<td>271</td>
<td>204</td>
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<td>0</td>
<td>1</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>480</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Doña Ana County</th>
<th>Dogs</th>
<th>Cats</th>
<th>Rabbits</th>
<th>Reptiles</th>
<th>Pocket Pets</th>
<th>Avian E</th>
<th>Avian L, W</th>
<th>Livestock</th>
<th>Wildlife</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner Surrender</td>
<td>59</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>89</td>
</tr>
<tr>
<td>Returned Adoptions</td>
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<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Seized/Welfare Hold</td>
<td>10</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>Strays (brought in by the public)</td>
<td>45</td>
<td>40</td>
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<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>85</td>
</tr>
<tr>
<td>Strays (brought in by Animal Control)</td>
<td>180</td>
<td>144</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>324</td>
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*Hatch* | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1

*Sunland Park* | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5

*Community Cats* | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0

*Jurisdiction Unknown/Other* | 2 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9

**Total Intake** | 614 | 425 | 0 | 0 | 17 | 0 | 4 | 0 | 0 | 1,060

### Outcome

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**Public Services**

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<td>87</td>
</tr>
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</table>

**Grand Total**

<p>| | | | | | | | | | | |</p>
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<tbody>
<tr>
<td>Intake*</td>
<td>614</td>
<td>425</td>
<td>0</td>
<td>0</td>
<td>17</td>
<td>0</td>
<td>4</td>
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<tr>
<td>Outcome*</td>
<td>584</td>
<td>398</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
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<td>983</td>
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**Statistics**

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<tbody>
<tr>
<td>Live Release Rate</td>
<td>71.1%</td>
<td>81.3%</td>
<td>na</td>
<td>na</td>
<td>0.0%</td>
<td>na</td>
<td>na</td>
<td>na</td>
<td>na</td>
<td>75.1%</td>
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<tr>
<td>Euthanized, Expired in Shelter, DOA</td>
<td>180</td>
<td>101</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
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<td>282</td>
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<tr>
<td>Average Intake/day</td>
<td>19.8</td>
<td>13.7</td>
<td>0.0</td>
<td>0.0</td>
<td>0.5</td>
<td>0.0</td>
<td>0.1</td>
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<tr>
<td>Average Outcome/day</td>
<td>18.8</td>
<td>12.8</td>
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<td>31.7</td>
</tr>
<tr>
<td>Average Euthanizations/day</td>
<td>5.0</td>
<td>2.2</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
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<td>7.2</td>
</tr>
<tr>
<td>Average RTO/day</td>
<td>3.4</td>
<td>0.1</td>
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<td>3.5</td>
</tr>
<tr>
<td>Average Adoptions/day</td>
<td>5.0</td>
<td>3.3</td>
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<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>8.3</td>
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A RESOLUTION APPROVING A FUND BALANCE POLICY FOR THE ANIMAL SERVICES CENTER OF THE MESILLA VALLEY (ASCMV).

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

WHEREAS, the ASCMV is in need of a Fund Balance Policy to help establish the financial stability of its operations by setting guidelines for fund balance;

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

THAT the Fund Balance Policy hereto attached be adopted by the ASCMV as outlined in “Exhibit A”; and

THAT, ASCMV staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

PASSED AND APPROVED this 12th day of September, 2019.

______________________________
Board Chair

MOVED BY: _____________________

SECONDED BY: _________________
VOTE:

Lynn Ellins, Chair_________________________________  _____yea____nay
Jack Eakman, Vice-Chair_________________________________  _____yes_____nay
Kasandra Gandara, Member ______________________________  _____yea____nay
Ramon S. Gonzalez, Member ______________________________  _____yea____nay
Manuel Sanchez, Member ________________________________  _____yea____nay
Gregory Z. Smith, Member ________________________________  _____yea____nay
David Dollahon, Ex-Officio Member________________________  _____yea____nay
Vicki Lusk, Ex-Officio Member____________________________  _____yea____nay

ATTEST:

_____________________________________________________
Amanda López Askin, Ph. D., County Clerk
Animal Services Center of the Mesilla Valley
Fund Balance Policy

Purpose

The purpose of this policy is to establish a key element of the financial stability of the Animal Services Center of the Mesilla Valley (ASCMV) by setting guidelines for fund balance.

The Unassigned Fund Balance in the ASCMV General Fund is an important measure of the economic stability of the chief operating fund of the ASCMV. It is essential that ASCMV maintain adequate levels of Unassigned Fund Balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

Definitions

Fund Balance – Fund balance is generally the difference between a fund’s assets and its liabilities. An accounting distinction is made between the portions of fund balance that are restricted and unrestricted. In accordance with GASB 54, fund balance in the ASCMV General Fund may be reported in five categories:

1) Non-spendable fund balance – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or long-term receivables.

2) Restricted fund balance – includes amounts that can be spent only for the specific purposes imposed by creditors, grantors, contributors, or laws and regulations of other governments. An example is grants.

3) Commited fund balance – include self-imposed limitations on amounts that can be used only for a specific purpose, set in place prior to the end of the period by a formal action of the ASCMV’s highest level of decision-making authority. Commitments established by the ASCMV Board may be changed or lifted only by an action of the Board, taking the same formal action that imposed the original constraint.

4) Assigned fund balance – comprises amounts intended to be used by the ASCMV for specific purposes. Intent can be expressed by the ASCMV Board, or by an official or body to which the Board delegates the authority. In governmental funds other than the ASCMV General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

5) Unassigned fund balance – is the residual classification of the ASCMV General Fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose. Unassigned Fund Balance is only reported in the ASCMV General Fund.

Policy
Committed Fund Balance
- The ASCMV Board is the Center’s highest level of decision-making authority. The formal action that is required to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board at a board meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made.

Assigned Fund Balance
- As provided in this Fund Balance Policy, the ASCMV Board has approved the ASCMV Director as an authorized official to assign fund balance to a specific purpose.

Minimum Unassigned Fund Balance

It is the goal of the ASCMV to achieve and maintain an Unassigned Fund Balance in the ASCMV General Fund. However, a 1/12 reserve of budgeted expenditures which is enforced by the DFA is only required of the City of Las Cruces, and not its Agencies. Therefore, the Board will not request a minimum required reserve amount.

In the event that the Undesignated Fund Balance in the ASCMV General Fund is determined to be less than sufficient, the Board shall plan to control operating expenditures and use budget surpluses in subsequent fiscal years to restore the balance within one to three fiscal years, as economic conditions allow. Except in extraordinary circumstances, the Undesignated Fund Balance should be used primarily to insure adequate designated reserves, to respond to unforeseen emergencies, to provide cash flow, and to provide overall financial stability.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the Board, and unassigned fund balance), the ASCMV will start with the most restricted category and spend those funds first before moving down to the next category of available funds.

Administrative Responsibilities

The Center Director shall be responsible for monitoring and reporting the ASCMV’s various reserves. The Director may make recommendations to the Board on the use of unassigned funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

Approved by: _____________________________ _____________________________ Date
ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2019-10

A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR THE ANIMAL SERVICES CENTER OF THE MESILLA VALLEY (ASCMV).

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

WHEREAS, it is appropriate that fees be set for the Animal Services Center of the Mesilla Valley; and

WHEREAS, the Board of Directors has the authority to establish said fees per the established JPA of the ASCMV, section “Conditions-5.G.(10)”; and

WHEREAS, a fee schedule was discussed to determine appropriate fees for the ASCMV;

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

THAT the Board hereby adopts the fee schedule attached hereto as Exhibit A, and that this resolution take effect October 1, 2019.

PASSED AND APPROVED this 12th day of September, 2019.

__________________________________
Board Chair

MOVED BY: ________________________

SECONDED BY: ________________
VOTE:

Lynn Ellins, Chair_______________________________ yea nay
Jack Eakman, Vice-Chair_____________________________ yes nay
Kasandra Gandara, Member_____________________________ yea nay
Ramon S. Gonzalez, Member_____________________________ yea nay
Manuel Sanchez, Member_____________________________ yea nay
Gregory Z. Smith, Member_____________________________ yea nay
David Dollahon, Ex-Officio Member_______________________ yea nay
Vicki Lusk, Ex-Officio Member___________________________ yea nay

ATTEST:

__________________________
Amanda López Askin, Ph. D., County Clerk
FEE SCHEDULE

Cat or Dog Adoption........$25  Adoption Hold Fee..$25

RTO-1..........$30  (1st Impound fee will be waived if animal is Sterilized, Microchipped, and has a current Rabies Vaccination)

RTO-2+........$50
Boarding Fee......................$15/day per animal
Rabies Vaccine..................$10
Microchip..........................$10
Sterilization Deposit........$25  *(Required by State of NM)*
Sterilization Fee Dog........$35
Sterilization Fee Cat........$25

City/County License  Altered...........$7  Unaltered.....$50
Senior License City..............................$5
Senior License County-One-time fee...$10

Owner Surrender Fee.......$20 per animal
  If Mother and Litter.......$20/mother + $5/baby**
  If Litter.................................$20/first baby + $5/littermate**
  *(Up to a maximum of $40)*

Euthanasia Request.........$25  DOA Disposal Fee......$10
Cardboard Cat Carrier......$5  E-Collar.........................$5
Leash......................................$1