

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
BOARD OF DIRECTORS MEETING**

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, October 27<sup>th</sup>, 2022 at 9:00 am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

**AGENDA**

**I. Call to Order & Pledge of Allegiance**

**II. Determination of a Quorum**

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

**IV. Reading of Closed Meeting Statement for October 3<sup>rd</sup>, 2022.**

**V. Minutes**

- a. Approval of the Minutes from the regular ASCMV Board Meeting held September 22<sup>nd</sup>, 2022.

**VI. Reports/Presentations**

- a. CfPP Presentation: Broken Promises SW – Jean Gilbert
- b. City and County ACO Reports – City Animal Control and County Animal Control
- c. Shelter Statistics/Activities – Clint Thacker
- d. ASCMV Foster Program Update – Vanessa Chastain
- e. ASCMV Volunteer Program Update – Yolanda Jurado
- f. Committee Reports
  1. Finance – Eric Enriquez, Committee Chair
  2. Executive – Becky Corran, Committee Chair
  3. Facilities – Kasandra Gandara, Committee Chair

**VII. Discussion Items**

- a. November and December 2022 ASCMV Board Meetings.

**VIII. Public Input**

**IX. Chair and Board Comments**

**X. Adjournment**

**Next Meeting: TBD**

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at [382-0018/v](tel:382-0018) or [541-2128/tty](tel:541-2128). Posted Dated: October 21<sup>st</sup>, 2022.



1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2  
3 **September 22, 2022 at 9:00 a.m.**

4  
5  
6 **BOARD MEMBERS PRESENT:**

7 Becky Corran– Chair  
8 Yvonne Flores - Board Member (arrived 9:11)  
9 Kasandra Gandara - Board Member  
10 Fernando Macias - Board Member  
11 Manuel Sanchez - Board Member (arrived 9:24)  
12 Eric Enriquez - Ex-Officio Member  
13 Mary Lou Ward - Ex-Officio Member

14  
15 **BOARD MEMBERS ABSENT:**

16 Lynn Ellins – Vice-Chair

17  
18 **I. Call to Order & Pledge of Allegiance (9:00 a.m.):** Chair Corran called the  
19 meeting to order.

20  
21 **II. Determination of Quorum:**

22  
23 **III. Changes to Agenda and Approval of Agenda:** Motion by Board Member  
24 Gandara, second by Board Member Macias. Motion passed.

25  
26 **IV. Minutes**

27  
28 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**  
29 **August 25, 2022:** Motion by Board Member Macias, second by Board  
30 Member Gandara. Motion passed.

31  
32 **V. Reports/Presentations**

33  
34 **A. City and County ACO Reports - City and County Animal Control:** Brian  
35 Hulseley from County ACO gave the report to include 293 reported strays of  
36 which 234 were picked up; 94 cats and 140 dogs. There were 17 sick or  
37 injured animals; 10 cats and seven dogs. There were 14 owner release  
38 animals: all dogs. A four year comparison chart of reported strays was  
39 shown; August is typically a higher month. A four year comparison chart of  
40 field return to owner was shown; there were 16 returned in August.  
41 Additional animals picked up included 14 owner surrender dogs, 17 sick or  
42 injured animals, one welfare hold, nine shelter quarantine, two home  
43 quarantines, two held at the court hold facility, eight in the live evidence  
44 facility, and one rabies submission that was negative.

1 A slide of the Geo Districts was shown. Animals picked up by Districts were  
2 shown. District 1 had seven dogs; District 2 had 28 cats and 24 dogs;  
3 District 3 had seven cats and 27 dogs; District 4 had 66, mostly cats; District  
4 5 had 14; District 6 had 17; District 7 had a spike in stray dogs. A graph  
5 was shown of the stray cats picked up by District for the year; a graph was  
6 shown of the stray dogs picked up by District for the year. The reasons for  
7 the owner release animals included five unable to care for, two vicious or  
8 livestock attacks, two old which had euthanasia requests, four that were  
9 transported for Hatch, and one that was aggressive. One of the vicious  
10 attach owner release was due to the dog attacking other pets at the house.  
11

12 Officer Wheeler from City ACO gave their report to include 505 stray animal  
13 calls; 275 were gone on arrival and 230 were apprehended. 197 were  
14 impounded at the ASCMV; 102 dogs and 95 cats. There were 33  
15 successful field return with 18 unsuccessful for a total of 51 identifiable stray  
16 animals. A three year comparison chart of stray animal calls was shown;  
17 similar numbers to the previous two years. A three year comparison chart  
18 of field RTO was shown. The Community Cat Program slide was shown;  
19 the green number showed the number of cats in traps the officers  
20 responded to and the blue number showed the number of community cats  
21 that were released out into the field. They responded to 39 cats in trap calls;  
22 of those eight were already identified as Community Cats so they were  
23 released.  
24

25 Reasons for owner release included seven dogs for aggression toward  
26 people or other pets, one aggressive toward a child, one aggressive toward  
27 the owner, one bit the child in the face, three dogs released due to owners  
28 be unable to care for them, two dogs where they're not allowed by the  
29 landlord, two dogs for court orders to be removed from the home, one dog  
30 injured, one old dog, one the dog was damaging the property and escaping,  
31 one cat where the owner was moving across country and didn't want to put  
32 the cat through excessive travel, and one cat where the owner was moving  
33 and could not take the cat with them. The reasons of being unable to field  
34 RTO include eight had no contact with the owner by phone or at the  
35 residence, seven chips weren't updated, one the owner was in Mexico, one  
36 the owner was in El Paso, and one the owner said they would pick it up later  
37 from the Shelter.  
38

39 **B. Shelter Statistics/Activities:** Clint Thacker gave the presentation; he  
40 thanked Ms. Navarro for all her hard work. Total animals at the Center is  
41 521. Total intake was 886; 473 dogs and 407 cats. August was higher than  
42 expected and was a hard month. The returns were a total of nine animals:  
43 five dogs and four cats. The Center always asks why they return the animal  
44 and tries to give them resources to keep the animals. They continue to offer  
45 the Ruff to Ready program for behavior problems; it's free and the flyer is  
46 contained in the adoption paperwork. The Doña Ana County Humane

1 Society have stated that people do take advantage of it. The front staff  
2 diverted 267 animals from coming into the Center.

3  
4 August outcomes had a live release rate of 73.3%; higher than last year and  
5 great considering how many animals came in. 26% of the outcomes were  
6 adoptions, 10% were reclaims, 21% were rescues, 18% Community Cats,  
7 and 28% euthanasia. A slide was shown of the animals transferred to  
8 rescues or places animals are sent to; 192 total. Mr. Thacker thanked them  
9 all. Euthanasia reasons include failure to thrive for cats, specifically kittens  
10 and medical for dogs, when it is space medical it's not euthanizing healthy  
11 animals. Total surgeries in August included 146 trap neuter return cats, 158  
12 adoption sterilizations, 57 shelter foster surgeries, and 80 other; could be  
13 return to owner, SNAP, and etcetera. Total visitors were 1,909.  
14 Appointments in August was 113; 66% resulted in adoptions. Walk-ins were  
15 408 groups who specifically selected adoption on the sign in form which  
16 resulted in 26% of finalized adoptions. Total volunteer hours were 846; 75  
17 people on the walking team. The website page views are 40,390.  
18 Facebook views were shown; 4,435 views. Staff was heavily present on  
19 the Facebook page this month because of the Best Friends and working  
20 with Doña Ana Humane Society with many events. The pets of the week  
21 are Devo and Guedo. Board Member Flores thanked them for all of their  
22 work.

### 23 24 **C. Committee Reports**

25  
26 **1. Finance - Eric Enriquez, Committee Chair:** Board Member  
27 Enriquez stated they had a meeting last Thursday to go over the  
28 financials. There were no significant issues. Armando Lerma gave  
29 the unaudited financial report for August. There is a cash balance of  
30 \$1,208,651 which makes up the total assets. Liabilities total \$114,561  
31 with revenues collected in advance of \$275,540; this left an  
32 unassigned fund balance of \$818,550. Change in net position for all  
33 funds included General Fund total revenues at \$979,175 and total  
34 expenditures at \$462,299; a positive net change of \$516,876. The  
35 budget to actual change in net position is 23.4% of budgeted revenue  
36 and 11.5% of budgeted expenditures. The budget parameter is  
37 16.7%. A line graph comparison of expenditures versus revenues per  
38 month was shown. Revenues decrease due to the way the City and  
39 County contribute; the initial month is a 22% contribution of the budget  
40 with the remaining balance paid out evenly. Expenses increased due  
41 to salaries; accrual for fiscal year 2022. Percentage of total  
42 expenditures included 52% salary, 18% benefits, 3% temp services,  
43 0.3% repairs and maintenance, 15% services, 3% supplies, 8%  
44 insurance, and 1% in other.

1 LeAnn Demouche gave a finance recommendation to the Board to  
2 consider going back to a reserve. It is not a requirement for the fiscal  
3 agent but it was there prior to 2019. There was a resolution in 2019  
4 of a recommendation to remove the reserve; the 1/12. The City and  
5 county are required by the state to have a reserve and so they  
6 recommend this Board does it as well. One reason is that it is best  
7 practice. The GFOA recommends a 1/12 reserve to maintain  
8 adequate levels of funding balance to mitigate any current or future  
9 risk the ASCMV may have. It also replenishes the fund balance within  
10 one to three years of use. As it has been three years since the  
11 adoption of the resolution was done they have used up the fund  
12 balance. It was originally passed because the funds were needed for  
13 the expenditures at that time. A reserve of 1/12 is only one month of  
14 expenditures. This also mitigates the risk of any audit findings.  
15 Currently the NM state auditor 2.2.2.10 states if there are budgeted  
16 expenditures that are more than the budgeted reserve then the prior  
17 year cash should cover the deficit; it currently does but the reserve  
18 would help in the future.

19  
20 There is a resolution going forward of a transfer from operating to the  
21 capital which gives an ending balance of \$144,000. The 1/12 reserve  
22 requirement would be \$357,000 for the reserve. With the City the  
23 reserve is critical for financial planning. The City adopted another  
24 1/12; it helps with risk mitigation, it protects from reducing the service  
25 levels, and helps with raising fees. Ms. Demouche reiterated that this  
26 is only a recommendation. There was a question on the ending  
27 balances for the past three years; it can be sent to the Board. There  
28 was an ending balance but it wouldn't have covered the 1/12 reserve  
29 balance; prior to 2019 they did meet it. Fiscal year 2022 unaudited  
30 ending balance was \$301,000. There was a discussion on where they  
31 would get the money to meet the reserve; need to look at  
32 expenditures and revenue to get back to where they were. It would  
33 come down to planning and budgeting; many other things could  
34 happen such as an increase in revenue, raising fees, lowering  
35 expenditures, and etcetera.

36  
37 The Finance Department could work with Mr. Thacker if this Board  
38 would like to recommend going back to the 1/12 reserve or continue  
39 as they've been if they don't wish to go back. There has not been a  
40 work session or discussion on expenditures. There could be a five  
41 year plan to work towards the end goal. There have been many  
42 capital expenditures starting in 2019 which may have contributed to  
43 taking away the reserve. All of this budget was in operating which is  
44 7440 and capital funds are in 7441. In 2019 the City may have  
45 foregone the administrative fees as well. There is a copy of the

1 resolution which can also be sent to the Board with the ending  
2 balances from the past three years.

3  
4 The Board would like to have a conversation on this possibility after  
5 receiving the additional data; perhaps add to next month's agenda or  
6 have a work session. Board Member Macias asked for clarification  
7 on the money that the City and county contribute to formulate the  
8 budget; at the end of the fiscal year the extra money stays at the  
9 ASCMV rather than reverting back. This would be the beginning  
10 balance with the \$1.7 million from each entity. Board Member Macias  
11 recommended using \$200,000 of the ending balance for two years to  
12 put into the reserve account for the 1/12 reserve. There are other  
13 options as well rather than simply the 1/12 reserve. Board Member  
14 Macias suggested the City and county could contribute 30% at the  
15 beginning of the fiscal year rather than the 22%; no need to use  
16 balance from the previous fiscal year.

17  
18 Chair Corran asked that Mr. Thacker and the management analyst  
19 come up with models of what this would look like; the carryover may  
20 be some unfilled positions. This reserve would be separate from the  
21 City. It is best practice to replenish the reserve within one to three  
22 years after using it. As the ASCMV is past that mark it is something  
23 they need to look into as soon as possible. Mr. Thacker commented  
24 that this presentation is a surprise and he didn't have any  
25 communication. He agrees it is good to have the reserve. He added  
26 that they had to put \$705,000 of his own budget money into the new  
27 Center. That is why the money was taken from the fund balance;  
28 2019 was a volatile year due to uncertainty with staffing and other  
29 complications. There was a commitment coming into this year to roll  
30 over the 2022 fiscal year budget into 2023 as the new budget wasn't  
31 approved. Staff will be fiscally responsible to see how much the new  
32 Center will be to run, the new positions, and come to the Board for a  
33 budget adjustment.

34  
35 **2. Executive – Becky Corran, Committee Chair:** Chair Corran stated  
36 they met on September 6th and discussed what up and coming things  
37 will be happening at the meetings; including the strategic master plan  
38 on September 30th.

39  
40 **3. Facilities - Kasandra Gandara, Committee Chair:** Board Member  
41 Gandara stated they met the first Thursday of the month. One  
42 discussion surrounded the retention pond and who is fiscally  
43 responsible; the City indicated ASCMV is responsible. It would be  
44 around \$21,000. There is always an issue with the facility due to the  
45 age; things break down. The Kennel B roof is leaking as well. Even

1                   though the facility is owned by the City, ASCMV is required to fix many  
2                   of the issues.

3  
4                   Another discussion was the new facility with the completion date still  
5                   in January. The holdup is fabricating the cat cages due to supply  
6                   change issues. There is a hopeful December opening but it is  
7                   uncertain; 86% completed. There has been a walkthrough to discuss  
8                   access, pathways, and what that will look like. There is an issue with  
9                   a piece of the get acquainted area at the new facility that needs to be  
10                  cemented for cleaning purposes. It will be an issue with the new  
11                  facility if they do not take care of it. Currently it will be put on crushed  
12                  rocks which can't be sterilized between dogs. Staff went to the  
13                  architects and they are getting quotes. If it was simply sloped to one  
14                  side then the water with small pieces of feces will gather in the rock  
15                  chips and eventually smell. Another idea is to drain it to the middle  
16                  and go into the sewer. This will be an added expense. Mr. Thacker  
17                  raised the concern in the City GO Bond meeting and was told it will  
18                  be taken care of.

19  
20                  There is a curb that doesn't seem to be ADA compliant at the current  
21                  facility. There is a discussion happening to put in a railing. They  
22                  moved the orientation of the fence to east and west which has a high  
23                  curb. They are waiting for a quote with the contractor for the railing  
24                  to run 12 feet down; it's currently 14 inches high. It's located by the  
25                  pedestrian which makes it easy for dogs to pull people off that curb.  
26                  Currently it's coned off with caution tape. Board Member Gandara  
27                  would like Facilities to look at that and fix it; she believes the City  
28                  should be responsible for that. Mr. Thacker stated that it's not a  
29                  Facilities issue but rather direct with the architect and contractor as  
30                  it's a new project.

31  
32                  **D. CiPP Presentation:** Cathy Stark gave the presentation. ACTion Program  
33                  for Animals currently has a roofing program. They moved into the building  
34                  at 537 N Solano two years ago and late last year there was a slight leaking  
35                  problem with the roof. They contacted contractors to assess the problem.  
36                  However on October 27th the ceiling came down in the large dog room;  
37                  none of the dogs were injured. This showed that the problem was all the  
38                  way down to the decking. They moved all the large dogs into boarding and  
39                  have undertaken fundraising. There were multiple bids looking at either  
40                  repairing or replacing. As of Monday the board selected a contractor;  
41                  estimated cost for the roofing portion of the work is \$55,000. They are  
42                  waiting mold test results; all dogs are onboarding and that cost will be  
43                  roughly \$5,000. There was a mold report received yesterday and it's not  
44                  toxic black mold; it can be remedied. They will keep the large dogs out of  
45                  the facility while the contractor is working on the roof.

1 There is also interior damage which is out for bid at this time. The  
2 community has been amazing in fundraising efforts. They are currently  
3 open for adoptions. The animals in the facility will be able to stay and  
4 hopefully find homes. People can help by donating to the roof fund on  
5 Network for Good, checks can be dropped off, people can offer to foster,  
6 adopt, or sponsor an animal, take a dog on Doggie Day Out, and etcetera.  
7 They are open Tuesdays, Wednesdays, and Thursdays from 11:00 am to  
8 3:00 pm as well as by appointment. Pictures of some of the dogs were  
9 shown, some small dogs, cats, and kittens in house. They have been  
10 unable to take as many kittens from the Shelter as normal. There is  
11 approximately 40 kittens in foster care which will be brought into the facility  
12 to find homes. They own the building, with a bequest. The insurance  
13 adjuster came and inspected the roof; the inspection report from point of  
14 purchase stated that the roof needed some work. Patching was done the  
15 previous year but the insurance company said it's not covered as this is  
16 normal wear and tear.

17  
18  
19 **VI. ACTION ITEM**

20  
21 **A. Resolution 2022-09: FY23 Budget Adjustments:** Clint Thacker  
22 explained the resolution. The resolution authorizes an amendment to the  
23 2023 budget; correct the beginning fund balance, transfer out of fund 440  
24 and 441 of \$705,000 and transfer \$21,000 from fund 7440 to 7441,  
25 decrease the revenues by \$40,669, and increase expenses by \$259,331.  
26 The beginning balance is \$301,674 which is correct but was incorrect when  
27 it was rolled over from the previous year; included the \$705,000 access to  
28 the fund balance. The \$705,000 was for fixtures and equipment for the new  
29 Center. This resolution will correct that.

30  
31 The next correction is to zero out the transfer of the \$705,000 as it has  
32 already taken place. The \$21,000 is for the ponding project; relocating the  
33 retention pond as it is archaic with no drainage, tadpoles, and mosquitos  
34 are prevalent. The options were to redo or relocate the pond; due to parking  
35 issues it was decided to relocate it. Staff worked with the City who put it out  
36 for bid for engineers and it will be moved outside of the gravel parking lot  
37 area as well as a longer trench rather than a pond. Mr. Thacker has been  
38 assured that it will not be an issue. This will be put in the 7441 which is the  
39 capital fund. The resolution accepting the \$300,000 from the county only  
40 showed on the revenue side and nothing on the expense side. Now it is  
41 being put on the expense side. In regards to the \$40,669, since the budget  
42 was rolled over into 2023 it included City licensing as part of revenues. An  
43 ordinance was passed in August last year doing away with City licensing.  
44 That revenue and expenditures needs to be taken out. There was a  
45 question as to whether this matches the approved budget for the ASCMV;  
46 yes it is.



1  
2 Motion by Board Member Gandara, second by Board Member Sanchez.  
3 Motion passed.  
4

5 **VII. PUBLIC INPUT:** Renee Chavez stated that she and some other volunteers spoke  
6 with Board Member Macias who gave a suggestion they tried to follow and was  
7 unable to. She asked the Board to review the packet she gave them in order to  
8 help them address issues and support the Shelter. There are 14 volunteers that  
9 could have helped foster dogs that are unable to; Ms. Chavez doesn't know why  
10 they can't. They haven't been able to receive all the information and what they  
11 didn't receive was incomplete. A policy manual was requested but the only  
12 information they received was outdated information from 2010. Ms. Chavez told  
13 stories of fosters. She stated that there is a thing called Shutter Love that has  
14 personal information and she was told the Shelter uses this; it has information of  
15 people who are no longer there. Ms. Chavez welcomes information and help to  
16 move forward.  
17

18 **VIII. CHAIR AND BOARD COMMENTS:** Chair Corran will follow up with Mr. Thacker  
19 and Bernice to get additional information. She would like to give a note to the  
20 Firefighter's Union 2362 who produced a calendar with the ASCMV; it can be  
21 preordered and all the proceeds benefit the ASCMV. There will be a kickoff at  
22 Andele's in November to launch the calendar. They are \$25 on IAFF website or  
23 Instagram. Board Member Sanchez commented that there was a meeting in  
24 Rincon with a lively discussion on the cats and dogs in the area. They will look at  
25 it from county perspective and what they can do; unsure how it will affect the  
26 ASCMV as they move forward. There's a large colony of feral cats in the area  
27 that's not a registered colony. He thanked everyone for coming out to that.  
28 Everyone is seeing an uptick in loose animals, specifically feral cats.  
29

30 Board Member Gandara stated they've had a couple meetings specific to the tree  
31 streets area and the Lift Up program who is mentioning that as well. She talked  
32 with Mr. Pili to do a two week canvassing with codes and animal codes officers to  
33 address some of the issues; provide education to the community. Board Member  
34 Gandara asked Mr. Thacker and Bernice to work with Ms. Chavez and get the  
35 information she's asking for. She also challenged the groups to educate the  
36 community on responsible pet ownership, a lot of irresponsibility. It's a shared  
37 responsibility; the Shelter and volunteers can only do so much. Board Member  
38 Flores asked if it would be possible to coordinate with LCPCS to have a volunteer  
39 group and talk to classrooms about responsible pet ownership.  
40

41 **IX. Adjournment (10:45 p.m.)**  
42

43 BOARD OF DIRECTORS  
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Becky Corran, Chairperson

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Lynn Ellins, Vice-Chair

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Yvonne Flores, Board Member

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Kasandra Gandara, Board Member

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Fernando Macias, Board Member

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Manuel Sanchez, Board Member

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Eric Enriquez, Ex Officio Member

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Mary Lou Ward, Ex Officio Member

ATTEST:

\_\_\_\_\_  
Amanda Lopez Askin, County Clerk

## MEMORANDUM

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

**From:** Josie Trevino, Comptroller

**Initials:** JT

**Date:** October 18, 2022

**Subject:** Animal Service Center of the Mesilla Valley Unaudited Financial Report for September 30, 2022.

Attached are the unaudited financial results of the Animal Service Center operations for the period ended September 30, 2022. Some observations for your consideration:

- The Statement of Net Position (page 1) reported cash of \$1,067,281 in the General Fund. Total assets were \$1,070,181. Accrued payroll liabilities ended at \$114,804. Total liabilities were \$386,850. The unassigned fund balance was \$683,331.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 2) showed YTD operating revenues in the General Fund at \$1,268,950 which is 30.6% of budget. YTD operating expenditures were \$887,293 which is 20.7% of budget. The operating income for the period was \$381,657.
- Operating revenues were at 30.6% due to the initial contributions from the City of Las Cruces and Dona Ana County of 22% of budgeted financial contributions. Dona Ana County Return to owner revenues were at 35.0%, Donations at 53.9%, and City of Anthony revenue was at 48.3%, all of which contributed to the 30.6% of total revenues. Insurance expenditures were at 72.7% of budget due to pre-payment of premiums. Benefits were at 25.9% of budget, and Other was at 26.0% of budget due to transportation expenditures. All other expenditures were below the budget parameter of 25.0%.
- The Grants and Donations Schedule, page 8, provides a summary of grants and donations received.

CC: Leeann DeMouche, Director of Financial Services  
CC: Armando Lerma, Accountant

**Initials:** LD  
**Initials:** AL

**Animal Service Center of the Mesilla Valley  
Statement of Net Position  
September 30, 2022 (Unaudited)**

	<b>Fund 7440 General Fund</b>	<b>Fund 7441 Capital Projects</b>	<b>Fund 9440 Capital Assets</b>	<b>Statement of Net Position</b>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & investments	\$ 1,067,281	\$ 733,000	\$ -	\$ 1,800,281
Accounts receivable	2,900	-	-	2,900
<b>Total Current Assets</b>	<u>1,070,181</u>	<u>733,000</u>	<u>-</u>	<u>1,803,181</u>
<b>Capital Assets</b>				
Equipment, net of accum depr	-	-	240,084	240,084
<b>Total Capital Assets</b>	<u>-</u>	<u>-</u>	<u>240,084</u>	<u>240,084</u>
<b>Total Assets</b>	<u><u>1,070,181</u></u>	<u><u>733,000</u></u>	<u><u>240,084</u></u>	<u><u>2,043,265</u></u>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts payable	-	-	-	-
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	114,804	-	-	114,804
Revenue collected in advance	272,046	-	-	272,046
<b>Total Current Liabilities</b>	<u>386,850</u>	<u>-</u>	<u>-</u>	<u>386,850</u>
<b>Fund Balance</b>				
Restricted	-	733,000	-	733,000
Unassigned	683,331	-	240,084	923,415
<b>Total Fund Balance</b>	<u>683,331</u>	<u>733,000</u>	<u>240,084</u>	<u>1,656,415</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 1,070,181</u></u>	<u><u>\$ 733,000</u></u>	<u><u>\$ 240,084</u></u>	<u><u>\$ 2,043,265</u></u>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual  
For the Period Ended September 30, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Revenues</b>			
Pet licenses-DAC	14,389	2,928	20.3%
Vaccinations	53,010	10,385	19.6%
Pet micro-chip	30,292	5,072	16.7%
Onsite adoptions	90,000	23,675	26.3%
Return to owner-DAC	15,806	5,525	35.0%
Return to owner-CLC	25,792	5,980	23.2%
Spay/neuter	79,349	8,300	10.5%
Dona Ana County	1,750,000	554,636	31.7%
City of Las Cruces	1,750,000	633,182	36.2%
City of Anthony	6,000	2,900	48.3%
Donations & memorials	25,052	13,494	53.9%
Grant Revenue	287,519	8,727	3.0%
City of Sunland Park	2,858	-	0.0%
Village of Hatch	335	-	0.0%
Other revenue	20,973	3,934	18.8%
Investment income	-	(9,788)	-100.0%
<b>Total revenues</b>	<b><u>4,151,375</u></b>	<b><u>1,268,950</u></b>	<b><u>30.6%</u></b>
<b>Expenditures</b>			
Salary	1,957,968	484,197	24.7%
Benefits	646,022	167,250	25.9%
Temp agency services	89,331	15,125	16.9%
Repairs and maintenance	48,488	3,772	7.8%
Services	902,762	129,165	14.3%
Supplies	312,539	33,565	10.7%
Insurance	58,708	42,693	72.7%
Other	44,326	11,526	26.0%
Capital outlay	227,706	-	0.0%
<b>Total expenditures</b>	<b><u>4,287,850</u></b>	<b><u>887,293</u></b>	<b><u>20.7%</u></b>
Net income (loss)	<b><u>(136,475)</u></b>	<b><u>381,657</u></b>	
<b>Net change in Fund Balance</b>	<b><u>\$ (136,475)</u></b>	<b><u>381,657</u></b>	
<b>Beginning Fund Balance</b>		<u>301,674</u>	
<b>Ending Fund Balance</b>		<b><u>\$ 683,331</u></b>	

<b>BUDGET PARAMETER</b>	<b>25%</b>
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**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Executive Director  
For the Period Ended September 30, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	123,593	28,518	23.1%
Benefits	53,612	12,983	24.2%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	40,500	8,772	21.7%
Supplies	3,125	319	10.2%
Insurance	-	-	0.0%
Other	3,938	1,162	29.5%
Capital outlay	<u>136,475</u>	<u>-</u>	0.0%
<b>Total expenditures</b>	<b><u>361,243</u></b>	<b><u>51,754</u></b>	<b>14.3%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Medical Director  
For the Period Ended September 30, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	570,262	110,767	19.4%
Benefits	153,663	34,734	22.6%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	397,928	45,151	11.3%
Supplies	66,846	1,124	1.7%
Insurance	-	-	0.0%
Other	16,500	3,987	24.2%
Capital outlay	<u>83,731</u>	<u>-</u>	0.0%
<b>Total expenditures</b>	<u><b>1,288,930</b></u>	<u><b>195,763</b></u>	<b>15.2%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Kennel Director  
For the Period Ended September 30, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	722,085	221,521	30.7%
Benefits	252,139	68,022	27.0%
Temp agency services	89,331	15,125	16.9%
Repairs and maintenance	48,488	3,772	7.8%
Services	36,345	-	0.0%
Supplies	197,256	30,219	15.3%
Insurance	-	-	0.0%
Other	22,888	6,131	26.8%
Capital outlay	7,500	-	0.0%
<b>Total expenditures</b>	<u>1,376,032</u>	<u>344,791</u>	<b>25.1%</b>



**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Administrative Operations  
For the Period Ended September 30, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	542,028	123,390	22.8%
Benefitis	186,608	51,512	27.6%
Repairs and maintenance	-	-	0.0%
Services	427,989	75,241	17.6%
Supplies	45,313	1,903	4.2%
Insurance	58,708	42,693	72.7%
Other	1,000	245	24.5%
<b>Total expenditures</b>	<u>1,261,646</u>	<u>294,985</u>	<b>23.4%</b>

**Animal Service Center of the Mesilla Valley**  
**Statement of Revenues, Expenditures,**  
**and Changes in Fund Balance as of September 30, 2022 (Unaudited)**  
**General Fund**

	<b>Revised Budget</b>	<b>July 2022</b>	<b>August 2022</b>	<b>September 2022</b>	<b>Total</b>	<b>Actual/Bgt %</b>
<b>7440</b>						
<b>Revenues</b>						
Pet licenses-DAC	\$ 14,389	\$ 1,151	\$ 1,028	\$ 749	2,928	20.3%
Vaccinations	53,010	1,057	8,424	904	10,385	19.6%
Pet micro-chip	30,292	770	3,242	1,060	5,072	16.7%
Onsite adoptions	90,000	2,205	2,725	18,745	23,675	26.3%
Return to owner-DAC	15,806	2,440	1,950	1,135	5,525	35.0%
Return to owner-CLC	25,792	1,545	2,075	2,360	5,980	23.2%
Spay/neuter	79,349	2,385	3,000	2,915	8,300	10.5%
Dona Ana County	1,750,000	319,000	102,818	132,818	554,636	31.7%
City of Las Cruces	1,750,000	385,000	124,091	124,091	633,182	36.2%
City of Anthony	6,000	-	-	2,900	2,900	48.3%
Donations & memorials	25,052	2,885	3,394	7,215	13,494	53.9%
Grant revenue	287,519	-	5,233	3,494	8,727	3.0%
City of Sunland Park	2,858	-	-	-	-	0.0%
Village of Hatch	335	-	-	-	-	0.0%
Other revenue	20,973	1,375	1,382	1,177	3,934	18.8%
Investment income	-	-	-	(9,788)	(9,788)	-100.0%
<b>Total revenues</b>	<b>4,151,375</b>	<b>719,813</b>	<b>259,363</b>	<b>289,774</b>	<b>1,268,950</b>	<b>30.6%</b>
<b>Expenditures</b>						
Salary	1,957,968	83,319	155,741	245,137	484,197	24.7%
Benefits	646,022	29,352	53,784	84,115	167,250	25.9%
Temp agency services	89,331	-	15,125	-	15,125	16.9%
Repairs and maintenance	48,488	1,300	87	2,385	3,772	7.8%
Services	902,762	19,176	49,697	60,292	129,165	14.3%
Supplies	312,539	2,115	13,497	17,954	33,565	10.7%
Insurance	58,708	1,305	33,061	8,327	42,693	72.7%
Other	44,326	1,349	3,393	6,784	11,526	26.0%
Depreciation	-	-	-	-	-	0.0%
Capital outlay	227,706	-	-	-	-	0.0%
<b>Total expenditures</b>	<b>4,287,850</b>	<b>137,915</b>	<b>324,385</b>	<b>424,993</b>	<b>887,293</b>	<b>20.7%</b>
<b>Net Operating Income (Loss)</b>	<b>(136,475)</b>	<b>581,898</b>	<b>(65,022)</b>	<b>(135,219)</b>	<b>381,657</b>	
<b>Net Change in Fund Balance</b>	<b>\$ (136,475)</b>	<b>\$ 581,898</b>	<b>\$ (65,022)</b>	<b>\$ (135,219)</b>	<b>\$ 381,657</b>	

**Animal Service Center of the Mesilla Valley  
Grants and Donations Schedule  
as of September 30, 2022**

<b>Fund</b>	<b>Project</b>	<b>Project Name</b>	<b>Award Amount</b>	<b>Life-to-Date Expenditures</b>	<b>Remaining Balance</b>	<b>Type</b>	<b>End Date</b>	<b>Purpose</b>	
7440	11924	Best Friends Executive Leadership	\$ 5,000	1,249	\$ 3,751	Local Grant	Until Spent	Lifesaving purposes	
7440	11943	Carroll Petrie Foundation	\$ 25,000	24,927	\$ 73	Local Grant	Until Spent	No stipulations	
7440	11944	Maddie's Pet Foster Care COVID Stimulus	\$ 10,000	3,888	\$ 6,112	Local Grant	Until Spent	Supports ASCMV Foster Care Efforts	
7440	12049	Carroll Petrie Foundation	\$ 150,000	129,229	\$ 20,771	Local Grant	Until Spent	For general operating Support	
7440	12097	Best Friends Animal Society	\$ 40,000	29,660	\$ 10,340	Local Grant	Until Spent		
7440	Unassigned	Pet Smart Charities	\$ 1,000	-	\$ 1,000	Local Grant	Until Spent		
7440	74220	Petco Love Grant	\$ 50,000	65	\$ 49,935	Local Grant	02/15/2023	Lifesaving purposes	
7440	74221	TNR Mobile Unit	\$ 150,000	-	\$ 150,000	Local Grant	04/30/2023	Exclusively for the purchase of a new TNR mobile unit	
7440	74222	Pet Smart Shelter Impact Relief Grant	\$ 30,000	-	\$ 30,000	Local Grant	11/30/2022	Support movement of adoptable animals for adoption, transport and/or other positive outcomes	
					<b>\$ 271,981</b>				










# ASCMV FS 09302022

Final Audit Report

2022-10-18

Created:	2022-10-18
By:	Armando Lerma (alerma@las-cruces.org)
Status:	Approved
Transaction ID:	CBJCHBCAABAAIdUfOcnhvOs0ICA9aOz85qYhRAuKI100

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# Animal Services Center of the Mesilla Valley

Monthly Statistics Report-September 2022

<b>INTAKE</b>	<b>City of Las Cruces</b>	<b>Dogs</b>	<b>Cats</b>	<b>Rabbits</b>	<b>Reptiles</b>	<b>Pocket Pets</b>	<b>Avian E</b>	<b>Avian L, W</b>	<b>Livestock</b> <small>(horse, goat, sheep, pig, donkey)</small>	<b>Wildlife</b> <small>(skunk, bat, coyote, fox, raccoon)</small>	<b>Total</b>
	<b>City of Las Cruces</b>										
	Owner Surrender	32	15			5					52
	Returned Adoptions	3	0								3
	Seized/Welfare Hold	22	3			4			1		30
	Strays (brought in by the public)	75	57	2		1					135
	Strays (brought in by Animal Control)	91	71	1							163
	Wildlife										0
	<b>Subtotal City of Las Cruces</b>	<b>223</b>	<b>146</b>	<b>3</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>383</b>
	<b>Doña Ana County</b>										
	Owner Surrender	20	12								32
	Returned Adoptions	0	0								0
	Seized/Welfare Hold	11	1								12
	Strays (brought in by the public)	31	57								88
	Strays (brought in by Animal Control)	141	80								221
	Wildlife										0
	<b>Subtotal Doña Ana County</b>	<b>203</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>353</b>
	Anthony, NM	15	11								26
	Hatch	0	0								0
	Mesilla	13	0								13
	Sunland Park	2	10								12
	WSMR	1	0								1
	Born In Care	0	10								10
	Community Cats										0
	Jurisdiction Unknown/Other										0
	Transfers In										0
	<b>Total Intake</b>	<b>457</b>	<b>327</b>	<b>3</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>798</b>



	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Medical - HW Positive - TX										0
Medical - HW Positive - Non TX										0
Medical - Mange - TX										0
Medical - Mange - Non TX										0
Medical - Mass										0
Medical - Neurological										0
Medical - Organ Failure										0
Medical - Parvo - Exposed	8	0								8
Medical - Parvo - TX										0
Medical - Parvo - Non TX	26	0								26
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	7	14								21
Medical - Respiratory Signs - Non TX	7	16								23
Medical - Ringworm										0
Offsite Euthanasia										0
Rabies Suspect - General										0
Rabies Suspect - Injured										0
Rabies Suspect - Sick/Symptomatic										0
Rabies Suspect - Wildlife										0
Severe Injuries - Animal Attack	1	2								3
Severe Injuries - General	2	7								9
Severe Injuries - Hit By Car	1	2								3
Space - Behavior	2	0								2
Space - General										0
Space - Medical	36	0								36
Wildlife - Nuisance										0
<b>Subtotal Euthanized</b>	<b>154</b>	<b>91</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>245</b>
<b>Euthanasia Rate</b>	<b>33.7%</b>	<b>27.8%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>30.7%</b>
<b>Total Outcome</b>	<b>481</b>	<b>308</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>796</b>

<b>Grand Total</b>	<b>Intake*</b>	<b>457</b>	<b>327</b>	<b>3</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>798</b>	
	<b>Outcome*</b>	<b>481</b>	<b>308</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>796</b>
<b>Statistics</b>	<b>Live Release Rate</b>	<b>64.4%</b>	<b>68.5%</b>	<b>100.0%</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>66.3%</b>
	<b>Euthanized, Expired in Care, DOA</b>	<b>158</b>	<b>103</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>261</b>
	<b>Average Intake/day</b>	<b>15.2</b>	<b>10.9</b>	<b>0.1</b>	<b>0.0</b>	<b>0.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>26.6</b>
	<b>Average Outcome/day</b>	<b>16.0</b>	<b>10.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>26.5</b>
	<b>Average Euthanizations/day</b>	<b>5.1</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>8.2</b>
	<b>Average RTO/day</b>	<b>3.3</b>	<b>0.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>3.8</b>
	<b>Average Adoptions/day</b>	<b>3.5</b>	<b>1.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>5.2</b>

\*\*ASCMV Website Page Views -- 35,656

\*\*ASCMV Instagram -- 26,800 people reached; 350,361 impressions; 199 ad clicks

\*\*ASCMV Facebook Page Views -- 2,935

\*\*ASCMV Snapchat -- 89,225 impressions; 337 ad clicks