



## 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, January 26<sup>th</sup>, 2023 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. Minutes
  - a. Approval of the Minutes from the regular ASCMV Board Meeting held December 22<sup>nd</sup>, 2022.
- V. Reports/Presentations
  - a. CfPP Presentation: The Cat's Meow
  - b. City and County ACO Reports – City Animal Control and County Animal Control
  - c. Shelter Statistics/Activities – Clint Thacker
  - d. Committee Reports
    1. Finance – Barbara De Leon, Committee Chair
    2. Executive – Becky Corran, Committee Chair
    3. Facilities – Kasandra Gandara, Committee Chair
- VI. Discussion Items
  - a. MOU between the Dona Ana County Humane Society and the ASCMV.
- VII. Action Items
  - a. Election of Officers
  - b. Committee Member Appointments
- VIII. Public Input
- IX. Chair and Board Comments
- X. Adjournment

**Next Meeting: February 23<sup>rd</sup>, 2023**

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: January 20<sup>th</sup>, 2022.



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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

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

4  
5  
6 **BOARD MEMBERS PRESENT:**

7 Becky Corran– Chair  
8 Lynn Ellins – Vice-Chair  
9 Kasandra Gandara - Board Member  
10 Manuel Sanchez - Board Member  
11 Mary Lou Ward - Ex-Officio Member  
12

13 **BOARD MEMBERS ABSENT:**

14 Yvonne Flores - Board Member  
15 Fernando Macias - Board Member  
16 VACANT - Ex-Officio Member  
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:** A quorum was determined to be present.  
22

23 **III. Changes to Agenda and Approval of Agenda:** Motion by Board Member  
24 Sanchez, second by Board Member Gandara. Motion passed.  
25

26 **IV. Minutes**

27  
28 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**  
29 **November 17, 2022:** Motion by Board Member Sanchez, second by Board  
30 Member Gandara. Motion passed.  
31

32 **V. Reports/Presentations**

33  
34 **A. CfPP Presentation: Doña Ana County Humane Society (DACHS) -**  
35 **Sarah C. Kurtz:** The Doña Ana County Humane Society was established  
36 in 1955 as the county's shelter. In 2008 it was taken over by the county and  
37 the City. They have continued on as a 501(c)(3) organization. Currently  
38 run three community programs which help to run hand in hand with the  
39 ASCMV. The largest program is Animal Relief Fund which is a voucher  
40 based program veterinary care for low income based on HUD income  
41 guidelines. This fund has three different vouchers: the veterinary care  
42 voucher up to \$250 towards veterinary treatment costs; a vaccination  
43 voucher for \$50; and also long-term medication voucher for up to \$750 over  
44 a 6-month period. All the veterinarians in Doña Ana County partner with  
45 DACHS. In 2021-2022 there were 569 vouchers issued of almost \$90,000.  
46

1 The next program is the Ruff to Ready program which is for dogs having  
2 difficulty adapting to new homes. The last program is Pets for Seniors  
3 program which gives a \$25 discount for age 60 and up adopting from  
4 ASCMV. Last year this program helped 66 animals. All the programs are  
5 funded through grants, gifts, and bequests.  
6

7 **B. City and County ACO Reports - City and County Animal Control:** Brian  
8 Hulsey reported on November with 262 stray animals, 206 were picked up  
9 which included 99 cats, 107 dogs. This included three sick/injured with one  
10 cat and two dogs. There were 17 owner surrenders which were all dogs. A  
11 four year comparison graph of stray animals was shown. A four year return  
12 to owner comparison was shown. There were four welfare hold animals  
13 which was one shelter quarantine and three home quarantines. There are  
14 seven animals in live evidence awaiting court. No rabies submissions for  
15 November. A chart of animals picked up per county district; District 1 had  
16 zero cats and two dogs; District 2 had 44 cats and 12 dogs; District 3 had  
17 19 cats and 27 dogs; District 4 had 24 cats and 17 dogs; District 5 had eight  
18 cats and four dogs; District 6 had three cats and 14 dogs; District 7 had one  
19 cat and 22 dogs. Monthly comparison for stray cats and then stray dogs  
20 graphs were shown. Reasons for owner release, 11 animals where people  
21 were unable to care for them anymore, three were lifestyle changes and  
22 could not keep the animals, one that was vicious with livestock, one injured  
23 and involved in cruelty case, and one aggressive animal. A slide with the  
24 County changes to their ordinances was presented. They added  
25 microchipping requirements for dogs. Updated dogs killing/injuring  
26 livestock. TNR program to reduce animals euthanized at ASCMV. Added  
27 extra enforcement by officers for dog and cock fighting. Nuisance  
28 prohibition for public safety which was due to ACO going to the same home  
29 many times. Nuisance for barking and howling was streamlined. A variety  
30 of minor fixes/adjustments were also made.  
31

32 Gino Jimenez reported the City's November numbers; 530 reported strays,  
33 277 gone on arrival, apprehend 205, 224 impounded at ASCMV, 121 dogs,  
34 103 cats. Successful field RTO 29 animal, 17 unsuccessful attempts to  
35 RTO. Three year comparison shows 5,297 animals for the year. Three  
36 year field RTO graph. The community cat program graph was shown, 73  
37 animals trapped, 10 were released in the area as already earmarked. 529  
38 captured and 98 released. Reasons for owner releasing animals, five for  
39 aggression, five owner could no longer afford, three sick/injured, two for  
40 dogs fighting in the house, one for bite, one for old age, one cat for  
41 aggression towards a child. Reasons unable to field RTO, 11 had no  
42 contact by phone or at the residence, one had an El Paso address; the  
43 owner moved out of town; the owner moved to Germany; one chip was not  
44 registered; one owner unable to meet ACO.  
45

1           **C. Shelter Statistics/Activities:** Clint Thacker reported November population  
2 at the Center was 428. Highest intake in the past three years, 786 for which  
3 462 were dogs, 313 cats, 11 others. Euthanasia rates are higher due to  
4 keeping the Center population at a controllable number and give good  
5 quality of care. Returns after adoptions, seven dogs, and two cats. Diverted  
6 intakes were 271. Owner intake is the third largest intake at 18%. Another  
7 way to help is posting on home-home.org to help animals not go to the  
8 Center. Intake: strays come in by ACO over 50%, next strays by the public.  
9 The Center is working hard with people to find other avenues for the animals  
10 instead of going into the Center. Next highest is owner surrender at 17%.

11  
12 Outcomes had 18.6% were adoptions, 11% reclaims, 20% rescued,  
13 community cats 19%, euthanasia 32.6%, and live release rate 68% which  
14 is the lowest in the last two years. Transfers continue to great success of  
15 159 animals.

16  
17 They are euthanizing for medical issues for cats and parvo for dogs. The  
18 new center will have individual rooms to help with parvo as the dogs need  
19 to be fully separated. The surgery team is doing amazing with trap/neuter/  
20 return at 143, adoptions 93, shelter/foster 11, other 89. Year to date over  
21 4,000 surgeries have been done. Visitors were 1,674 for November. By  
22 appointment is successful and most successful to do an adoption. Walk-  
23 ins continue to be up and down; 321 groups came in and had 59 adoptions.  
24 The volunteers gave 645 hours and most are walking dogs. Cat care team  
25 help clean cat boxes, cages, etc. Webpage views were 36,339. Facebook  
26 views were very high for November at 11,595. He highlighted their Home  
27 for the Holidays, get an animal just for a sleep over.

28  
29 Besides cats and dogs there are guinea pigs, chickens, and hamsters.

30  
31           **D. Committee Reports**

32  
33           **1. Finance - VACANT, Committee Chair:** Josh Saffell reported the  
34 unaudited financials as of November 30, 2022. Statement of Net  
35 Position, General Fund has cash \$875,405, receivables \$132,818, for  
36 total assets \$1,008,223. Liabilities of \$114,563, and revenue  
37 collected in advance of \$249,280. Unassigned fund balance of  
38 \$644,380.

39  
40 Change in next position, total revenues \$1,849,628, total  
41 expenditures \$1,498,172. After a transfer out of \$8,750, net change  
42 of \$342,706. Budget to actual for the change in net position, total  
43 revenues of \$1.8 million are at 44.6%, total expenditures of \$1.5  
44 million are at 34.9%. Budget parameter should be 41.7%. Revenues  
45 and expenditures per month, this month the expenditures were  
46 slightly more than the revenues, that is why there is a slight drop in

1 fund balance for November. Total amount of expenditures were  
2 \$1,498,172 of that 54% was salaries, 19% benefits, 16% services, 5%  
3 supplies, 3% insurance, 1% other, 1% temporary services, 0.9% in  
4 capital, and 0.5% in repairs and maintenance.  
5

6 **2. Executive – Becky Corran, Committee Chair:** Met on December  
7 6th and discussed the two resolutions coming up, plans for preparing  
8 budget related items for the upcoming year, and also the holiday party  
9 which the board has already received notices.  
10

11 **3. Facilities - Kasandra Gandara, Committee Chair:** City Council  
12 presented on the GO Bond status for each project. The new Center  
13 is 90+% complete. Clint Thacker stated an article went out in the  
14 Bulletin stating ASCMV would be open to the public on the 27th. The  
15 Bulletin will be making a correction. Unknown how the confusion of  
16 open to the public was done. The new Center is not open to the public  
17 on the 27th or 31st. The new Center is a City building and the City  
18 will be scheduling handling ribbon cutting, grand opening, etc. The  
19 new building will be handed over to the ASCMV on 31st. Monday the  
20 gas meter was installed. Yesterday the Fire Marshall did the  
21 inspection which passed with no issues. Testing and balancing  
22 people for air flow will not be in until 28th, but after they are done, then  
23 furniture can be installed. The furniture is in El Paso, and will be  
24 delivered to the sally port area. Right now 95% completed, and  
25 yesterday did a walk through for punch list of the interior. And the  
26 exterior punch list will be done on the 28th. ASCMV got special  
27 permission from the contractor to have their end of the year party for  
28 the employees in the new building.  
29

30 There are purchases continuing, \$31,00 for computers, \$5,000 for  
31 phones. Other purchases are vet tables, examination tables,  
32 shelving. The puppy cages, dog kennels and dog pods are expected  
33 in March, as well as the cat towers inside the main building.  
34

35 **VI. ACTION ITEMS:**  
36

37 **A. Resolution 2022-10 - Reasonable Notice of Meetings 2023:** Motion by  
38 Board Member Gandara, second by Board Member Ellins. Motion passed.  
39

40 **B. Resolution 2022-11 - Adoption of ASCMV 2023 Holiday/Closure**  
41 **Schedule:** Motion by Board Member Ellins, second by Board Member  
42 Sanchez. Motion passed.  
43

44 **VII. PUBLIC INPUT:** There was none.  
45

1 **VIII. CHAIR AND BOARD COMMENTS:** Chair Corran thanked everyone for their  
2 efforts, ACO, ASCMV, staff, leadership. Also thanked Board Member Ellins for his  
3 years of service. Board Member Ellins appreciated being on the Board for past  
4 four years. Board Member Gandara thanks Board Member Ellins and the staff at  
5 the ASCMV, ACO for their hard work. Board Member Sanchez also thanked Board  
6 Member Ellins, the ACO, ASCMV staff.

7  
8 **IX. Adjournment (10:10 a.m.)**

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10 **BOARD OF DIRECTORS**

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13 \_\_\_\_\_  
14 Becky Corran, Chairperson

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18 Lynn Ellins, Vice-Chair

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21 \_\_\_\_\_  
22 Yvonne Flores, Board Member

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25 \_\_\_\_\_  
26 Kasandra Gandara, Board Member

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29 \_\_\_\_\_  
30 Fernando Macias, Board Member

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33 \_\_\_\_\_  
34 Manuel Sanchez, Board Member

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37 \_\_\_\_\_  
38 VACANT, Ex Officio Member

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41 \_\_\_\_\_  
42 Mary Lou Ward, Ex Officio Member

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44  
45 **ATTEST:**

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Amanda Lopez Askin, County Clerk

## MEMORANDUM

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

**From:** Josie Trevino, Comptroller

**Initials:**

**Date:** January 18, 2023

**Subject:** Animal Service Center of the Mesilla Valley Unaudited Financial Report for December 31, 2022.

Attached are the unaudited financial results of the Animal Service Center operations for the period ended December 31, 2022. Some observations for your consideration:

- The Statement of Net Position (page 1) reported cash of \$658,879 in the General Fund. Total assets were \$924,515. Accrued payroll liabilities ended at \$114,808. Total liabilities were \$364,088. The unassigned fund balance was \$560,427.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 2) showed YTD operating revenues in the General Fund at \$2,145,190 which is 51.7% of budget. YTD operating expenditures were \$1,875,937 which is 43.8% of budget. The operating income for the period was \$269,253.
- Operating revenues were at 51.7% due to the initial contributions from the City of Las Cruces and Dona Ana County of 22% of budgeted financial contributions. Onsite adoptions were at 53.8%, Dona Ana County Return to owner revenues were at 53.5%, and Donations were at 122.9%, all of which contributed to the 51.7% of total revenues. Insurance expenditures were at 84.6% of budget due to pre-payment of premiums, benefits were at 51.6% of budget, and capital outlays were at 50.6% of budget. All other expenditures were below the budget parameter of 50.0%.
- The Grants and Donations Schedule, page 8, provides a summary of grants and donations received.

CC: Josh Saffell, Accounting Supervisor

**Initials:**

**Animal Service Center of the Mesilla Valley  
Statement of Net Position  
December 31, 2022 (Unaudited)**

	<u>Fund 7440 General Fund</u>	<u>Fund 7441 Capital Projects</u>	<u>Fund 9440 Capital Assets</u>	<u>Statement of Net Position</u>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & investments	\$ 658,879	\$ 743,500	\$ -	\$ 1,402,379
Accounts receivable	265,636	-	-	265,636
<b>Total Current Assets</b>	<u>924,515</u>	<u>743,500</u>	<u>-</u>	<u>1,668,015</u>
<b>Capital Assets</b>				
Equipment, net of accum depr	-	-	222,630	222,630
<b>Total Capital Assets</b>	<u>-</u>	<u>-</u>	<u>222,630</u>	<u>222,630</u>
<b>Total Assets</b>	<u>924,515</u>	<u>743,500</u>	<u>222,630</u>	<u>1,890,645</u>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts payable	-	-	-	-
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	114,808	-	-	114,808
Revenue collected in advance	249,280	-	-	249,280
<b>Total Current Liabilities</b>	<u>364,088</u>	<u>-</u>	<u>-</u>	<u>364,088</u>
<b>Fund Balance</b>				
Restricted	-	743,500	-	743,500
Unassigned	560,427	-	222,630	783,057
<b>Total Fund Balance</b>	<u>560,427</u>	<u>743,500</u>	<u>222,630</u>	<u>1,526,557</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 924,515</u>	<u>\$ 743,500</u>	<u>\$ 222,630</u>	<u>\$ 1,890,645</u>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual  
For the Period Ended December 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Revenues</b>			
Pet licenses-DAC	14,389	4,684	32.6%
Vaccinations	53,010	12,761	24.1%
Pet micro-chip	30,292	8,957	29.6%
Onsite adoptions	90,000	48,398	53.8%
Return to owner-DAC	15,806	8,456	53.5%
Return to owner-CLC	25,792	11,875	46.0%
Spay/neuter	79,349	15,075	19.0%
Dona Ana County	1,750,000	953,091	54.5%
City of Las Cruces	1,750,000	1,005,455	57.5%
City of Anthony	6,000	2,900	48.3%
Donations & memorials	25,052	30,797	122.9%
Grant Revenue	287,519	31,493	11.0%
City of Sunland Park	2,858	-	0.0%
Village of Hatch	335	-	0.0%
Other revenue	20,973	9,156	43.7%
Investment income	-	2,092	100.0%
<b>Total revenues</b>	<b><u>4,151,375</u></b>	<b><u>2,145,190</u></b>	<b><u>51.7%</u></b>
<b>Expenditures</b>			
Salary	1,957,968	969,414	49.5%
Benefits	646,022	333,578	51.6%
Temp agency services	54,331	17,860	32.9%
Repairs and maintenance	48,488	7,222	14.9%
Services	902,762	275,194	30.5%
Supplies	347,539	90,218	26.0%
Insurance	58,708	49,679	84.6%
Other	44,326	17,633	39.8%
Capital outlay	227,706	115,139	50.6%
<b>Total expenditures</b>	<b><u>4,287,850</u></b>	<b><u>1,875,937</u></b>	<b><u>43.8%</u></b>
Net income (loss)	<b><u>(136,475)</u></b>	<b><u>269,253</u></b>	
Transfer to capital from operations		(10,500)	
<b>Net change in Fund Balance</b>	<b><u>\$ (136,475)</u></b>	<b><u>258,753</u></b>	
<b>Beginning Fund Balance</b>		<u>301,674</u>	
<b>Ending Fund Balance</b>		<b><u>\$ 560,427</u></b>	

<b>BUDGET PARAMETER</b>	<b>50.0%</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 December 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	123,593	56,373	45.6%
Benefits	53,612	25,667	47.9%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	40,500	16,622	41.0%
Supplies	3,125	341	10.9%
Insurance	-	-	0.0%
Other	3,937	1,254	31.9%
Capital outlay	136,475	101,244	0.0%
<b>Total expenditures</b>	<b><u>361,242</u></b>	<b><u>201,501</u></b>	<b>55.8%</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 December 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	570,262	223,023	39.1%
Benefits	153,663	72,012	46.9%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	397,928	84,713	21.3%
Supplies	66,846	2,550	3.8%
Insurance	-	-	0.0%
Other	16,500	4,102	24.9%
Capital outlay	83,731	7,095	8.5%
<b>Total expenditures</b>	<u>1,288,930</u>	<u>393,495</u>	<b>30.5%</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 December 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	722,085	441,035	61.1%
Benefits	252,139	134,208	53.2%
Temp agency services	54,331	17,860	32.9%
Repairs and maintenance	48,488	7,222	14.9%
Services	36,345	84	0.2%
Supplies	197,256	79,866	40.5%
Insurance	-	-	0.0%
Other	22,888	12,033	52.6%
Capital outlay	7,500	6,800	90.7%
<b>Total expenditures</b>	<u>1,341,032</u>	<u>699,108</u>	<b>52.1%</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 December 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	542,028	248,981	45.9%
Benefitis	186,608	101,692	54.5%
Repairs and maintenance	-	-	0.0%
Services	427,989	173,775	40.6%
Supplies	80,313	7,462	9.3%
Insurance	58,708	49,679	84.6%
Other	1,000	244	24.4%
<b>Total expenditures</b>	<u>1,296,646</u>	<u>581,833</u>	<b>44.9%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance as of December 31, 2022 (Unaudited)**

General Fund 7440	Revised Budget	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	Total	Actual/Bgt %
<b>Revenues</b>									
Pet licenses-DAC	\$ 14,389	\$ 1,151	\$ 1,028	\$ 749	\$ 569	\$ 610	\$ 577	4,684	32.6%
Vaccinations	53,010	1,057	8,424	904	983	569	824	12,761	24.1%
Pet micro-chip	30,292	770	3,242	1,060	725	480	2,680	8,957	29.6%
Onsite adoptions	90,000	2,205	2,725	18,745	9,299	12,489	2,935	48,398	53.8%
Return to owner-DAC	15,806	2,440	1,950	1,135	993	800	1,138	8,456	53.5%
Return to owner-CLC	25,792	1,545	2,075	2,360	2,220	1,425	2,250	11,875	46.0%
Spay/neuter	79,349	2,385	3,000	2,915	2,655	2,065	2,055	15,075	19.0%
Dona Ana County	1,750,000	319,000	102,818	132,818	132,819	132,818	132,818	953,091	54.5%
City of Las Cruces	1,750,000	385,000	124,091	124,091	124,091	124,091	124,091	1,005,455	57.5%
City of Anthony	6,000	-	-	2,900	-	-	-	2,900	48.3%
Donations & memorials	25,052	2,885	3,394	7,215	2,808	2,012	12,483	30,797	122.9%
Grant revenue	287,519	-	5,233	3,494	10,649	12,117	-	31,493	11.0%
City of Sunland Park	2,858	-	-	-	-	-	-	-	0.0%
Village of Hatch	335	-	-	-	-	-	-	-	0.0%
Other revenue	20,973	1,375	1,382	1,177	1,905	1,486	1,831	9,156	43.7%
Investment income	-	-	-	(9,788)	-	-	11,880	2,092	100.0%
<b>Total revenues</b>	<b>4,151,375</b>	<b>719,813</b>	<b>259,362</b>	<b>289,775</b>	<b>289,716</b>	<b>290,962</b>	<b>295,562</b>	<b>2,145,190</b>	<b>51.7%</b>
<b>Expenditures</b>									
Salary	1,957,968	83,319	155,741	245,137	162,394	162,361	160,462	969,414	49.5%
Benefits	646,022	29,352	53,784	84,115	56,178	55,204	54,945	333,578	51.6%
Temp agency services	54,331	-	15,125	-	2,735	-	-	17,860	32.9%
Repairs and maintenance	48,488	1,300	87	2,385	1,833	1,423	194	7,222	14.9%
Services	902,762	19,176	49,697	60,292	38,504	69,319	38,206	275,194	30.5%
Supplies	347,539	2,115	13,497	17,954	15,378	22,627	18,647	90,218	26.0%
Insurance	58,708	1,305	33,061	8,327	3,168	1,909	1,909	49,679	84.6%
Other	44,326	1,349	3,393	6,784	2,094	1,857	2,156	17,633	39.8%
Depreciation	-	-	-	-	-	-	-	-	0.0%
Capital outlay	227,706	-	-	-	7,095	6,800	101,244	115,139	50.6%
<b>Total expenditures</b>	<b>4,287,850</b>	<b>137,916</b>	<b>324,385</b>	<b>424,994</b>	<b>289,379</b>	<b>314,700</b>	<b>377,763</b>	<b>1,875,937</b>	<b>43.8%</b>
<b>Net Operating Income (Loss)</b>	<b>(136,475)</b>	<b>581,897</b>	<b>(65,023)</b>	<b>(135,219)</b>	<b>337</b>	<b>(23,738)</b>	<b>(82,201)</b>	<b>269,253</b>	
Transfers	-	-	-	-	-	(8,750)	(1,750)	(10,500)	
<b>Net Change in Fund Balance</b>	<b>\$ (136,475)</b>	<b>\$ 581,897</b>	<b>\$ (65,023)</b>	<b>\$ (135,219)</b>	<b>\$ 337</b>	<b>\$ (14,988)</b>	<b>\$ (80,451)</b>	<b>\$ 258,753</b>	

**Animal Service Center of the Mesilla Valley  
Grants and Donations Schedule  
as of December 31, 2022**

Fund	Project	Project Name	Award Amount	Life-to-Date Expenditures	Remaining Balance	Type	End Date	Purpose	
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	25,000	\$ -	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	137,208	\$ 12,792	Local Grant	Until Spent	For general operating Support	
7440	12097	Best Friends Animal Society	\$ 40,000	37,510	\$ 2,490	Local Grant	Until Spent		
7440	Unassigned	Pet Smart Charities	\$ 1,000	-	\$ 1,000	Local Grant	Until Spent		
7440	74220	Petco Love Grant	\$ 50,000	6,865	\$ 43,135	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>\$ 249,280</b>				

# Animal Services Center of the Mesilla Valley

Monthly Statistics Report-December 2022

<b>INTAKE</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	35	16			3					54
Returned Adoptions	7	0								7
Seized/Welfare Hold	18	1								19
Strays (brought in by the public)	40	47								87
Strays (brought in by Animal Control)	102	29			2					133
Wildlife										0
<b>Subtotal City of Las Cruces</b>	<b>202</b>	<b>93</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>
<b>Doña Ana County</b>										
Owner Surrender	34	10								44
Returned Adoptions	1	0			1					2
Seized/Welfare Hold	9	1								10
Strays (brought in by the public)	35	35								70
Strays (brought in by Animal Control)	99	80					1			180
Wildlife									2	2
<b>Subtotal Doña Ana County</b>	<b>178</b>	<b>126</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>308</b>
Anthony, NM	19	10								29
Hatch	4	0								4
Mesilla	3	0								3
Sunland Park	8	0								8
WSMR	0	2								2
Born In Care										0
Community Cats										0
Jurisdiction Unknown/Other										0
Transfers In										0
<b>Total Intake</b>	<b>414</b>	<b>231</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>654</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	1	0								1
Medical - Neurological										0
Medical - Organ Failure										0
Medical - Parvo - Exposed	1	0								1
Medical - Parvo - TX										0
Medical - Parvo - Non TX	12	0								12
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	0	5								5
Medical - Respiratory Signs - Non TX	10	10								20
Medical - Ringworm	0	1								1
Offsite Euthanasia										0
Rabies Suspect - General										0
Rabies Suspect - Injured										0
Rabies Suspect - Sick/Symptomatic										0
Rabies Suspect - Wildlife									1	1
Severe Injuries - Animal Attack	0	1								1
Severe Injuries - General	0	4							1	5
Severe Injuries - Hit By Car	2	3								5
Space - Behavior	1	0								1
Space - General										0
Space - Medical	4	1								5
Wildlife - Nuisance										0
<b>Subtotal Euthanized</b>	<b>80</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>153</b>
<b>Euthanasia Rate</b>	<b>19.3%</b>	<b>30.7%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>100.0%</b>	<b>23.4%</b>
<b>Total Outcome</b>	<b>504</b>	<b>274</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>786</b>
<b>Grand Total</b>	<b>414</b>	<b>231</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>654</b>
<b>Outcome*</b>	<b>504</b>	<b>274</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>786</b>
<b>Statistics</b>	<b>Live Release Rate</b>	<b>81.8%</b>	<b>73.3%</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>0.0%</b>	<b>78.7%</b>
	<b>Euthanized, Expired in Care, DOA</b>	<b>85</b>	<b>72</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>159</b>
	<b>Average Intake/day</b>	<b>13.4</b>	<b>7.5</b>	<b>0.0</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>21.1</b>
	<b>Average Outcome/day</b>	<b>16.3</b>	<b>8.8</b>	<b>0.0</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>25.4</b>
	<b>Average Euthanizations/day</b>	<b>2.6</b>	<b>2.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>4.9</b>
	<b>Average RTO/day</b>	<b>2.9</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>3.0</b>
	<b>Average Adoptions/day</b>	<b>4.1</b>	<b>2.9</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>7.2</b>

<b>Grand Total</b>	<b>414</b>	<b>231</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>654</b>
<b>Outcome*</b>	<b>504</b>	<b>274</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>786</b>
<b>Statistics</b>	<b>Live Release Rate</b>	<b>81.8%</b>	<b>73.3%</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>0.0%</b>	<b>78.7%</b>
	<b>Euthanized, Expired in Care, DOA</b>	<b>85</b>	<b>72</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>159</b>
	<b>Average Intake/day</b>	<b>13.4</b>	<b>7.5</b>	<b>0.0</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>21.1</b>
	<b>Average Outcome/day</b>	<b>16.3</b>	<b>8.8</b>	<b>0.0</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>25.4</b>
	<b>Average Euthanizations/day</b>	<b>2.6</b>	<b>2.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>4.9</b>
	<b>Average RTO/day</b>	<b>2.9</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>3.0</b>
	<b>Average Adoptions/day</b>	<b>4.1</b>	<b>2.9</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>7.2</b>

\*\*ASCMV Website Page Views -- 36,197

\*\*ASCMV Instagram -- 22,816 people reached; 323,012 impressions; 234 ad clicks

\*\*ASCMV Facebook Page Views -- 10,714

\*\*ASCMV Snapchat -- 153,395 impressions; 477 ad clicks

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## Memorandum of Understanding

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Between

Doña Ana County Humane Society (hereinafter referred to as DACHS)  
424 N. Main St.  
Las Cruces, NM 88001

and

Animal Services Center of the Mesilla Valley (hereinafter referred to as ASCMV)  
3551 Bataan Memorial West  
Las Cruces, Nm 88012

This Memorandum of Understanding (MOU) memorializes the terms and understanding between DACHS and ASCMV for the purpose of achieving the various aims and objectives for programs administered by DACHS in partnership with the ASCMV.

### **Background**

ASCMV was established in 2008, after separating from DACHS, to be governed jointly by the City of Las Cruces and Doña Ana County. Since then, DACHS has established programs that collaborate and coordinate with ASCMV to keep pets out of their facility and in resident's homes.

### **Purpose**

This MOU will set the purpose and goals of the collaborative relationship between DACHS and ASCMV pertaining to various programs designed to keep pets in Doña Ana County in resident's homes and out of ASCMV's facilities and increase adoption rates.

The above purpose will be accomplished by undertaking the following activities:

### **Obligations of the Parties**

The Parties acknowledge that this MOU is intended to memorialize the existing relationship between the Parties. The Parties have and will continue to work together in the true spirit of partnership to ensure that there is a united visible and responsive leadership between the Parties and to demonstrate financial, administrative, and managerial commitment to the collaborative relationship by means of the following individual services that will reduce the population of homeless pets in the community.

### **Cooperation and Funding**

- a. Examples of services rendered by DACHS in partnership with ASCMV include:
  - Ruff to Ready Program- DACHS will pay for 2 hours of training with a certified trainer for dogs adopted from ASCMV that are in need of assistance adjusting to their new homes. DACHS to provide ASCMV with informational pamphlets that will be distributed with each new adoption packet. ASCMV will provide a Ruff to

Ready pamphlet with every dog adoption and advocate for the program as an alternative for residents wanting to return the dog to their facility.

Pets for Seniors Program- DACHS will pay for \$25 towards the cost of pet adoptions for residents age 60+. ASCMV will bill DACHS monthly in the amount of \$25 per adoption by a senior resident.

Animal Relief Fund- DACHS will income qualify Las Cruces residents using the HUD income guidelines to provide veterinary voucher assistance for medical care, vaccinations, and long-term prescription medications. This program assists pet owners who face financial difficulty paying for their pet's medical bills in an effort to prevent the surrendering of pets to the ASCMV. ASCMV will advocate for the program as an alternative for residents wanting to return pets to their facility due to inability to pay for veterinary treatment costs..

#### **Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from DACHS and ASCMV. This MOU shall become effective upon signature by the authorized officials from DACHS and ASCMV and will remain in effect until modified or terminated by any one of the partners by mutual consent.

This MOU does not create a formal contractual relationship, partnership, or joint venture. Each Party's representatives, employees, and agents are independent of the other and are not authorized to bind the other Party for any contracts, claims, activities, or otherwise act as agents for the other Party. Each Party shall only be liable for the acts or omissions of their representatives, employees, and agents to the extent allowed by law.

#### **Contact Information**

Doña Ana County Humane Society

Sarah C. Kurtz

Executive Director

424 N. Main St, Las Cruces, Nm 88001

575-647-4808

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Animal Services Center of the Mesilla Valley

Clint Thacker

Executive Director

3551 Bataan Memorial West, Las Cruces, NM 88012

575-382-0018

CThacker@Las-Cruces.org

**Signatures**

Sarah C. Kurtz Date: 1/10/2023  
(Sarah C. Kurtz, Doña Ana County Humane Society, Executive Director)

Willie Apodaca-Fisk Date: 1/10/2023  
(Willie Apodaca-Fisk, Doña Ana County Humane Society, President)

\_\_\_\_\_  
Date: \_\_\_\_\_  
(Clint Thacker, Animal Services Center of the Mesilla Valley, Executive Director)