



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, June 23rd, 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. Minutes**
 - a. Approval of the Minutes from the regular ASCMV Board Meeting held April 28th, 2022.
- V. Reports/Presentations**
 - a. CfPP Presentation: HSSNM – Jean Gilbert
 - b. City and County ACO Reports – City Animal Control and County Animal Control
 - c. Shelter Statistics/Activities – Clint Thacker
 - d. Committee Reports
 1. Finance – Eric Enriquez, Committee Chair
 2. Executive – Becky Corran, Committee Chair
 3. Facilities – Kasandra Gandara, Committee Chair
- VI. Action Items**
 - a. Resolution 2022-07: Accept the \$150K Carroll Petrie TNR/Medical Mobile Units Grant
- VII. Public Input**
- VIII. Chair and Board Comments**
- IX. Adjournment**

Next Meeting: Thursday, July 28th, 2022 at 9:00 am.

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **April 28, 2022 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

7 Becky Corran– Chair
8 Lynn Ellins – Vice-Chair
9 Yvonne Flores - Board Member
10 Kasandra Gandara - Board Member (left 10:45)
11 Johnny Macias proxy for Fernando Macias - Board Member
12 Manuel Sanchez - Board Member
13 Eric Enriquez - Ex-Officio Member
14

15 **BOARD MEMBERS ABSENT:**

16 Mary Lou Ward - 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:**
22

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

26 **IV. Minutes**
27

28 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**
29 **March 24, 2022:** Motion by Board Member Gandara, second by Board
30 Member Sanchez. Motion passed.
31

32 **V. Reports/Presentations**
33

34 **A. CiPP Presentation - Cherished K-9:** Karla Baker gave the presentation.
35 Cherished K-9 was founded in 2013 and are a foster based rescue; 100%
36 volunteer with zero paid positions. The annual budget is roughly \$60,000
37 to \$65,000 a year; they save a lot of animals for the budget. They are
38 dedicated to rescuing and rehoming neglected, abused, and abandoned
39 animals in Las Cruces and the surrounding communities. Their goal is to
40 decrease the euthanasia rate at the shelter by rescuing the dogs before
41 they reach the Shelter.
42

43 When Cherished K-9 was founded Sue Peterson with 2 Hearts, 4 Paws
44 were the only off the street rescue in Las Cruces and there was a large
45 need. Cherished K-9 tries to fill that gap but also pulls from the Shelter.
46 They pick up dogs off the street and in the desert. If unable to find their

1 existing homes they find new homes for them. They do a monthly transport
2 of dogs to the Minneapolis area and get adopted within a week or two. They
3 do a lot of trapping and work with other organizations; used to work with
4 County ACO's and Pretzel. They have a good working relationship with the
5 other rescues and are on a private feed with all of the rescues. The rescue
6 accepts all breeds and ages, including medical cases of roughly five or six.
7 They recently pulled a dog from the Shelter that had been run over by a
8 motorcycle.
9

10 The rescue partners are in 10 to 15 states but currently the one taking the
11 most is three rescues outside of the Minneapolis area. They drive to Wichita
12 and workers from the rescues meet Cherished K-9 there to transport the
13 rest of the way. Their transport vehicle is currently out of service and so
14 they are renting a vehicle every month. Their current priority is to find a new
15 transport vehicle; they transport between 20 and 45 every month. They
16 have provided dogs to Border Patrol; two recently that were found as
17 puppies in the desert. Two of the others were adopted by a local foster and
18 one was sent to Minneapolis. It takes a year and a half to two years to pass
19 or fail for the Border Patrol so there is still at least half a year before it will
20 be known that they make it.
21

22 Pictures were shown of rescue dogs; one found in the same area as the
23 litter previously mentioned and is heading to Minneapolis within the next
24 couple weeks. An older dog named Ruby is going to her new owner
25 tomorrow. Dagwood was a dog born at the Shelter and went back to the
26 original owner after they got out of jail but then had to be returned to
27 Cherished K-9. All animals are under foster care as they don't have a
28 facility. Over half of their budget goes to food and the majority of the rest
29 goes to medical and vet care. They provide needed supplies to the foster
30 families. Ms. Baker stated that during COVID they weren't adopting out any
31 less without doing adoption events and so she is focusing more on
32 transports; simply advertising online and word of mouth.
33

34 They do not take in cats. Their average amount of animals depends on how
35 many foster families are willing to take animals in and how many puppies
36 are coming in. The last transport they sent was mostly puppies. Currently
37 there are roughly 75 with 40 slated to leave next month. Their last transport
38 vehicle was an old RoadRUNNER bus and they converted it with crates.
39 Currently they are renting cargo vans from Enterprise every month. They
40 would like either a large capacity van or a bus; a bus would be ideal in order
41 to walk down the aisle. Chair Corran thanked Ms. Baker for everything
42 she's done. Board Member Ellins asked what their percentage rate for
43 direct adoptions are; roughly transferring out twice as many that are being
44 adopted out. They are currently moving focus away from adoptions and
45 more to transfers; they still adopt out though. Ms. Baker added that the
46 northern states treat animals differently than down here.

1
2 **B. City and County ACO Reports - City and County Animal Control:**

3 Officer Gino Jimenez from City ACO gave their report to include 475 stray
4 animal calls; 225 were gone on arrival and 250 were apprehended. 196
5 were impounded at the ASCMV; 143 dogs and 53 cats. There were 54
6 successful field return with 12 unsuccessful for a total of 66 identifiable stray
7 animals. A three year comparison chart of stray animal calls was shown;
8 it's keeping similar trend and they hope the numbers get better as they were
9 in 2020. A three year comparison chart of field RTO was shown; they are
10 far above past years and hope it continues. The Community Cat Program
11 slide: the green number showed the number of cats in traps the officers
12 responded to and the blue number showed the number of community cats
13 that were released out into the field. This is a new program so the Officer
14 Jimenez expects the green number will exceed or surpass the released
15 cats; eventually the numbers will even out.

16
17 Reasons for owner release included 11 dogs for aggression either to people
18 or other pets, seven because the owner could not care for them any longer,
19 two were sick or injured, one euthanasia request as the animal was elderly
20 and the owner could no longer care for them, three for owner moving where
21 they could not keep the dog in the facility or an elderly gentleman being
22 relocated to a retirement facility, one that was always escaping, and one the
23 owner claimed they did not have time for. The reasons of being unable to
24 field RTO include 10 had no contact with the owner by phone or at the
25 residence, one had the wrong address, and one where the microchip was
26 registered to a business which was closed for the day. Due to time
27 constraints the animal registered to a business had to go to the Shelter.
28 Board Member Flores commented that those are the normal procedures.
29 The officers try the best they can with resources they have.

30
31 Jesus Fraire from County ACO gave the report to include 281 reported
32 strays of which 169 were picked up: 45 cats and 124 dogs. There were 15
33 sick or injured animals; four cat and 11 dogs. There were 13 owner release
34 animals: all dogs. A four year comparison chart of reported strays was
35 shown; seems to be a bit lower from previous years. A four year comparison
36 chart of field return to owner was shown; 33 animals returned in March
37 which has been increasing. Additional animals picked up included 13 owner
38 surrenders, 15 sick or injured animals, one welfare holds, three shelter
39 quarantines, five home quarantines, three court hold facility quarantines,
40 and four animals in the live evidence facility waiting for the judicial process
41 which will hold court tomorrow. There were no rabies submissions for
42 March.

43
44 A slide of the Geo Districts was shown. Animals picked up by Districts were
45 shown; District 2 appears to be the one with the most cats and District 3
46 with the most stray dogs. A graph was shown of the stray cats picked up

1 by District; a graph was shown of the stray dogs picked up by District. The
2 reasons for the owner release animals included two aggressive, two vicious,
3 seven unable to care for the animal, one for injured, and one for euthanasia
4 request. Board Member Flores asked how long it takes from a call about a
5 stray animal and how long it takes to get there; she asked if there was any
6 crossover between the City and county. Officer Jimenez stated that there
7 are jurisdictional boundaries. There is coordination between the two and a
8 good working relationship; if the animal runs into the others jurisdiction they
9 have a five mile radius they can follow the animal. They also give each
10 other a curtesy all to let them know.

11
12 Board Member asked if they had the same standards to distinguish between
13 a vicious and an aggressive dog. Officer Fraire stated that it depends on
14 how they receive the animal; the animal can be checked out on an
15 independent assessment at the Shelter or if the animal bit another animal
16 or person prior to being picked up.

17
18 **C. Shelter Statistics/Activities - ASCMV 2021 Annual Report:** Dr. Hadden
19 gave the ASCMV Executive Director's report as Mr. Thacker couldn't be
20 there today; she is the medical director from the ASCMV. The current
21 animal count is similar to last year but steadily increasing. Total intake is
22 645 in March; roughly 28.8 animals a day. A slide was shown of the animals
23 transferred to rescues or places animals are sent to; total of 200 transfers.
24 The ones who took the most were ACTion Program for Animals, HALO,
25 Freedom Rescue who have been taking the ring worm and neonate kittens,
26 and Colorado Puppy Rescue. There were 13 returns of dogs; one cat was
27 returned. March adoptions are at up a bit from 21%, reclaims are roughly
28 the same, rescues are down a little perhaps due to disease as distemper
29 has been rampant nationwide, Community Cats are up a little bit, and
30 euthanasia is up which may be due to disease for a total live release rate of
31 84%. Euthanasia reasons for dogs were mainly due to behavior and
32 aggressiveness and next was respiratory issues.

33
34 The volunteer program is continuing to thrive. There was a volunteer camp
35 the past week and they are expanding what the volunteers can do for the
36 Center animals. Total number of visitors were up from February; walk
37 throughs began March 11th which account for some of the increase. On
38 April 11th they began being open to the public seven days a week. Adoption
39 appointments kept were 92% with 47% finalized adoptions. The March
40 walk-ins open house were 127 groups; group can be a family of three, one
41 person, and etcetera. There were 27 adoptions resulting from those groups:
42 24%. The website page views are going up; not original views but every
43 time you look at a page. Facebook views were shown, going up as well.
44 Dr. Hadden commented that she's curious what was being posted in June,
45 August, and October that made the views go up. The pets of the week are
46 Blue the dog and Patricia the cat.

1
2 Board Member Gandara asked if the groups had appointments scheduled
3 at a certain times; the groups are in the walk through hours that are not by
4 appointment. If a family of four comes in they are counted as one group
5 rather than four individuals. She agreed they should look at the previous
6 months with high Facebook views to see what was posted and try to
7 replicate them.
8

9 **D. Committee Reports**

10
11 **1. Finance - Eric Enriquez, Committee Chair:** Board Member
12 Enriquez stated they met last Thursday to discuss the finance report
13 as well as the budget. Josh Saffell gave the financial report. The
14 unaudited financial statements as of March 31, 2022 included
15 General Fund cash of \$1,165,878 and receivables of \$411,273 for a
16 total assets of \$1,577,151. Liabilities total \$115,783 with revenues
17 collected in advance of \$197,008; this left an unassigned fund
18 balance of \$1,264,360. Change in net position for all funds included
19 General Fund total revenues at \$2,812,641 and total expenditures at
20 \$2,375,401; a total positive net change of \$437,240.
21

22 The budget to actual change in net position is 73.2% of budgeted
23 revenue and 61.8% of budgeted expenditures. The budget parameter
24 is 75%; revenue is in line but expenditures are under. A line graph
25 comparison of expenditures versus revenues was shown; trend
26 shows expenditures have gone quite a bit above revenue. Increases
27 seem to be primarily due to salary and benefits as well as a capital
28 outlay purchase. Percentage of total expenditures included 49%
29 salary, 16% benefits, 17% services, 4% temporary services, 1%
30 repairs and maintenance, 7% supplies, 2% insurance, 3% capital, and
31 1% in other.
32

33 Board Member Flores asked why the capital outlay expenditure
34 wasn't foreseen. Mr. Saffell stated that there aren't regular ongoing
35 capital expenditure; this one wasn't usual as it was a one-time
36 expense. It was part of the overall budget; it just seems like a big
37 jump in expenditures because it was a one-time expense. Mr. Saffell
38 introduced Armando Lerma who will be taking over the accounting
39 functions in finance for ASCMV; he will begin next month. Mr. Saffell
40 is not leaving, someone else will give the presentation. The Board
41 thanked Mr. Saffell for all his work.
42

43 **2. Executive – Becky Corran, Committee Chair:** Chair Corran met
44 with Mr. Thacker this month. They created the agenda and discussed
45 distemper. Board Member Sanchez met with Animal Control to
46 discuss follow up questions from the Executive Committee Meeting.

1 Chair Corran added that they don't have a location for next month's
2 meeting and it could be televised next month. Board Member Macias
3 suggested finding a place at NMSU. Chair Corran spoke with the City
4 Clerk and City Attorney as well as people at the county; the only
5 option they know of for next month is one of the conference rooms at
6 the City which means they could audio record but not visually.
7 Another option besides reaching out to NMSU would be to change the
8 date of the meeting to where the room would be available and they
9 could make a quorum.

10
11 Board Member Flores suggested having it in the second floor
12 conference rooms with audio only; it's difficult to attend a different time
13 for her. Board Member Sanchez is open to any option; it is easier to
14 keep the same date and time though. Board Member Ellins would
15 rather not meet at NMSU as to not create more confusion. Parking
16 isn't easy at NMSU either. Board Member Sanchez suggested LCPS
17 and their board room which would do video. Chair Corran will look
18 into LCPS as a possibility or use a room upstairs. Board Member
19 Ellins has the same issue with LCPS as NMSU; the public may not be
20 aware they've moved. Board Member Gandara stated they could
21 inform the public of the one-time change with social media and radio
22 as well. The upstairs rooms are often being used which would make
23 it difficult. She will meet with the Assistant Superintendent Roberto
24 Lozano today and ask about the possibility of using their board room.
25 Board Member Macias asked if they could potentially hold the next
26 meeting completely virtual; no they can't.

27
28 **3. Facilities - Kasandra Gandara, Committee Chair:** Board Member
29 Gandara, Board Member Ellins, and Mr. Thacker met this month.
30 They initially spoke about the budget and request for \$2.1 million to
31 include more staff and TNR coordinator with the new Center. There
32 was discussion on the current Center and the blacktop being redone
33 and have it done prior to allowing the public to come for the
34 walkthroughs; it is finished. There is dialogue happening with ASA
35 Architects to conduct an assessment related to the existing Center
36 and what it would take to have a top of the line medical facility for the
37 animals.

38
39 There was discussion on not currently meeting New Mexico
40 Standards Act related to the kennels and draining that's occurring
41 when cleaning. There was discussion on the population at the Center;
42 it was 412 at the time of the meeting but seems higher now. There
43 was discussion on advertising and awareness of what's happening at
44 the Center, using 101 Gold.

45
46 **VI. DISCUSSION**

1
2 **A. Mutt and Meow Fest:** Kelly Hirer with Leadership Las Cruces gave the
3 presentation. Leadership Las Cruces is a group of professional
4 development students and it's hosted by the Greater Las Cruces Chamber
5 of Commerce; it's once a year. They meet once every month on a Friday
6 to learn more about the community and different kinds of business sectors
7 as well as the challenges they're facing; private, public, and non-profits.
8 They also are planning and organizing a community project which is the
9 Mutt and Meow Fest.

10
11 Each year the class is tasked with coming up with their own community
12 project and this year they wished to help support the ASCMV. The Mutt
13 and Meow Fest is a fundraiser and adopt-a-thon. It will be a one-time event
14 on Saturday May 14th from 10:00 am to 2:00 pm. It will be located at the
15 corner of Main and Lohman. It will be a public event with 17 to 20 different
16 kinds of vendors: similar to a farmer's market. There will be live
17 entertainment, live music, food trucks, hot dog trucks, and several other pet
18 friendly kind of activities, a mutt strut, a photo booth, and etcetera. This is
19 for both dogs and cats.

20
21 Jennifer Charity, co-chair with Leadership Las Cruces, added that they'd
22 love to see everyone on the Board at the event to support the students
23 supporting ASCMV. She added that they will be wrapping up this class year
24 for Leadership Las Cruces and graduating them in June. Shortly
25 applications for next year will be available. Chair Corran would like the
26 Board to create a match of their own coffers for a donation; she will start
27 that and ask the individual Board Members later. Board Member Macias
28 stated he won't be here that day but will be happy to support and meet her
29 match. Board Member Flores won't be here either but will match as well.
30 Board Member Gandara thanked Leadership Las Cruces for attending and
31 doing this event for the ASCMV. She will be at Primavera Fiesta that Kids
32 Can is putting on as they asked her to judge; she will try to make it to the
33 event as well.

34
35 **B. Distemper Discussion:** Dr. Hadden gave the presentation. Canine
36 Distemper Virus has many things wrong with it; the viral shedding during
37 the contagious period is before the animals are sick and after they get better
38 which makes containment difficult; the animals can shed the virus for up to
39 a couple months after they get over the disease itself; it presents in different
40 organ functions; it can be in the skin, GI tract, stomach, intestines,
41 respiratory tract, and in the nerves; it can present many different ways and
42 look like kennel cough, parvo, and dermatitis so they have to test to know.
43 The virus itself is very similar to the measles. There is no standard
44 treatment per se; there are people looking into anti-virals but it's not a
45 standard treatment as of yet. The biggest issue with treatment is the
46 shedding; need the bio security so the rest of the population isn't at risk.

1
2 It can be survived; it's a relatively low mortality rate. 10% of those
3 diagnosed may get the neurological symptoms. The animals can live with
4 it but it depends on how it progresses within the individual animal. The virus
5 itself does not survive in the environment; outside of the body it lasts for
6 minutes or hours. Transmissions with animals coughing may throw it five
7 feet; sneezing feet is 20 feet. Kennel workers that get coughed upon can
8 expose the next animals they work with. It does not affect cats. There are
9 a variety of symptoms; snotty nose, eye discharge, vomiting, diarrhea, hard
10 pads, the nose can get thick, and etcetera. This is why it needs to have a
11 test to diagnose it. The neurological symptoms are more telling; URI, upper
12 respiratory, nasal discharge, ocular discharge, and then a couple weeks
13 later they have twitching. Some of the symptoms are similar to other
14 medical issues. A PCR test is used to determine if it's specifically
15 distemper; they use swabs and send it to a state lab.
16

17 Due to the increased incidents they want to get a handle on it prior to it
18 becoming worse. Staff reached out to Dr. Cynda Crawford at the Shelter
19 Medicine Program at University of Florida. Dr. Crawford is known as the
20 distemper guru and helps shelters nationwide get through distemper
21 outbreaks. When they spoke with her last week they had 34 dogs under
22 treatment for respiratory and tested 15; eight were positive for distemper.
23 The other 25 tests were taken this week; sent yesterday. Dr. Crawford
24 suggested a clean break; old and incoming population not mixing.
25 Therefore they need an empty space which they don't have. Staff has
26 asked ACO's of both City and county to do what they can to decrease the
27 intake for a period of time so the Shelter can get an empty space and divide
28 the population; no healthy strays to the best of their ability unless they are
29 aggressive. The ACO's have been very supportive to the best of their
30 abilities.
31

32 They are going to try and put a hold on owner surrenders as well. Currently
33 they do a pre-intake vaccine and send them home for two weeks then the
34 animal would come and receive a second vaccine. After the second vaccine
35 they were being intake into the Center but now they will try to see if the
36 owners will hold on to the animals a little longer to decrease the intake. Mr.
37 Thacker looked up the numbers and it was anywhere from 300 to 500
38 animals a year as owner surrenders from City and county. Chair Corran
39 stated that there are ordinances that require ACO to respond to calls. A
40 part of reducing intake is to request people to know what the implications is
41 of calling about a stray, taking them to the Shelter, and having a distemper
42 issue.
43

44 Board Member Flores asked what the process is if ACO picks up an animal
45 that is exhibiting symptoms, if the animal is immediately tested or not. If the
46 animal is symptomatic they isolate them but they may or may not test

1 dependent on the symptoms; if they are confident it is distemper they have
2 to put the animal down due to the population issue. The distemper is a
3 nationwide issue; no one knows the reason behind it. Dr. Crawford believes
4 the distemper vaccine may not be working as well as it used to. They are
5 unable to test every animal unless they are able to receive \$50,000 a month.
6 It takes three to five days for the results and the animal needs to be
7 separated from everyone. Dr. Hadden hasn't heard of any sources of
8 revenue from a foundation or anything that could help with it.
9

10 Staff does vaccinate for distemper on intake and some people believe an
11 animal would have an immune response within 72 hours but it's not the
12 case. Animals can still catch distemper even after the vaccine; takes up to
13 100 days to get up to full immunity with boosters. Chair Corran stated that
14 if they found money it would be best to use it for testing but currently the
15 best option is what they are doing, reducing population as best as they can.
16 There was a staff meeting on Tuesday with the County and Officer Jimenez
17 gave the directive to the other Officers to do their best to limit the intake.
18 One case the Officer went to multiple homes for a stray dog that had no
19 identification to try and field RTO the animal. He received a call a couple
20 months ago from USDA Wildlife Services as they had found distemper in
21 skunks and foxes; unusual as it's not the normal time of year for that.
22

23 Chair Corran commented that the expectation of quick response times from
24 ACO's is counter-thetical to the goal of keeping animals out of the Shelter.
25 Board Member Ellins asked about animals that have the disease but also
26 receive the vaccine at the Shelter. Dr. Hadden stated that they can't provide
27 intensive care or separate the animals. They don't know if the dogs coming
28 in have been vaccinated; they could do testing but there is no time or
29 finances for that. If the animals are vaccinated and symptomatic they
30 wouldn't necessarily die from it but if they come in with symptoms the animal
31 may have to be euthanized due to no space to separate them. There are
32 roughly 40 animals under treatment which are with other animals that aren't
33 sick due to only one getting sick. All kennels have at least two animals in
34 them. Board Member Ellins asked if the vaccination would have any
35 curative effect if given after the animal has the disease, no. Dr. Hadden
36 added that if you vaccinate a sick animal you don't get as much of an
37 immune response.
38

39 Board Member Gandara asked if the court hold facility at the county could
40 be used to house the animals. Board Member Macias stated that currently
41 they may be facing the same issues as the City so they could not handle
42 more animals at this time. Another item to consider is the personnel to take
43 care of the animals. There would need to be a lot of oversight to bring in an
44 inexperienced animal care person to take care of these animals; unable to
45 recognize things or understand bio security. Dr. Hadden changes gloves
46 between every animal and stated the staff needs to as well; it only takes

1 one. Board Member Gandara asked how likely it could be to have a
2 reduction of animal intake; every little bit helps. Officer Jimenez added that
3 they are going to limit the intakes of owner releases; convince the dog
4 owner to keep it for a longer period of time, vaccinate the dog, and then if
5 they still wish to owner release it they will take it. For strays they catch
6 roughly 50% of strays and will make more of an effort to field RTO. Mr.
7 Thacker asked them to start limiting on May 1st but Officer Jimenez has
8 already begun now.
9

10 Chair Corran stated that the ACO is still maintaining the obligation to take
11 aggressive dogs in. Currently there is a plan to do a press release to
12 educate the public on what is going on; within the next day or two. Dr.
13 Hadden doesn't know the specifics of how it will be put together. Board
14 Member Gandara recommended radio spots, Facebook, the website, and
15 etcetera to inform and educate the community on distemper. She added to
16 bring the other animal advocates into the conversation to help support the
17 individuals who can't keep the animals for various reasons. Dr. Hadden
18 stated that they will post on the Facebook page and website. There was
19 just a vaccine clinic and more is intended to happen; vaccines help control
20 the disease. Jennifer does a spiel on the animals every Monday so she can
21 include that information.
22

23 Board Member Macias added that part of the preliminary discussions that
24 led up to this there is a potential evaluation of using the new site that will be
25 online in September. However, it's not currently in a state where it can hold
26 anything; even temporarily. The fomite concern also takes it out of potential
27 running. He added that the county is ready to amplify the message through
28 their PIO office to make sure they're on the same page with the same
29 message. He reminded the public that when they take on a pet they need
30 to have them vaccinated and treated as part of the family. He stated that in
31 other communities they have trained volunteers to administer the vaccine
32 as it's in the nose. Dr. Hadden stated that there is a grant that is helping
33 them focus on certain areas that they do go in and provide vaccines as well
34 as other items to people; there is potential liability with having just anyone
35 giving the vaccines.
36

37 Board Member Sanchez stated that they looked into utilizing the fairgrounds
38 or the local court hold facility but it became an issue of manpower to care
39 for the animals. Other ideas brought up was when the ACO has an animal
40 that has no record of vaccination can the ACO do the vaccination there so
41 they'll have the initial protection. Board Member Sanchez appreciates the
42 discussions with Dr. Hadden and stated both City and county will work
43 together to get a handle on this disease. Board Member Ellins asked for
44 confirmation that this isn't the only disease they vaccinate for upon intake;
45 it isn't the only vaccination. The total vaccinations the animal receives on
46 intake is two; both have multiple parts of them. One is specific to kennel

1 cough and parainfluenza which is also a respiratory disease; it goes into the
2 nose for quicker response. The injectable vaccine has distemper, hepatitis,
3 parainfluenza, and parvo virus. The cost of vaccines can be expensive but
4 it is necessary; can't keep the animals in a concentrated environment
5 without vaccines.
6

7 **VII. ACTION ITEM**

8
9 **A. Resolution 2022-05: Accept the \$50,000 Petco Love Animal Welfare
10 Organization Grant:**

11 Elaine Stachera-Simon, grant writer for ASCMV, gave the presentation. In
12 regards to receiving foundation money have their own missions and won't
13 give money for great projects; only those that help them fulfill their own
14 mission. ASCMV applied for the Petco Love money roughly eight months
15 ago; it takes time and effort to receive it. This money is to augment
16 Operation Catapult; proactively going into communities in the City and
17 helping communities that were specifically chosen due to hotspots for
18 Community Cats. The Best Friends Animal Society Rachel Ray has granted
19 money before for the manpower and Petco is now awarding grant money to
20 actually augment what they are doing, provide actual surgical capacity, work
21 within the communities and helping them vaccinate, spay and neuter, and
22 microchip their own animals.
23

24
25 The research shows that Community Cats tend to be concentrated in areas
26 that are underserved, underrepresented, economically disadvantaged
27 communities. That is one of the reasons these applications were made
28 specifically to TNR. Officer Jimenez has generously offered his knowledge
29 and time to Ms. Stachera-Simon and Dr. Hadden has also been helped
30 immensely with figuring out how it will actually happen.
31

32 Motion by Board Member Sanchez, second by Board Member Ellins.
33 Motion passed.
34

35 **B. Resolution 2022-06: Adopt the ASCMV FY23 Annual Budget:**

36 Motion by Board Member Flores, second by Board Member Ellins.
37

38
39 Dr. Hadden gave the presentation. As this was previously presented Dr.
40 Hadden will not go into too much detail. Some of the staffing are new, some
41 are reclassified, and the veterinarian position was previously authorized in
42 the budget. The Kennel Operations Manager is a new position to try and
43 bring together some of the positions that currently are under the wrong
44 people as well as have someone oversee the entire operation of the Center
45 itself. The TNR Coordinator was requested by the City. Animal Caregiver
46 Specialists is reclassifying two Care Giver positions; this new position will

1 include transport and help rescues do transporting. The HR Analyst is to
2 bring some of the HR into the Center to address things quicker. The Foster
3 Coordinator is reclassifying a position that is currently a volunteer position;
4 currently covered by Jerry. This position will help get the animals out of the
5 Center.
6

7 The revenue 2022 budget was \$3.8 million and 2023 is \$4.8 million for a
8 28.5% increase; this includes the new Center. Items are going up and down
9 in the revenue portion of the budget; this was previously discussed in earlier
10 meetings. There will be an increase from the City and county. The county
11 paid \$1.4 million last year and this year they are requesting \$2.1 million;
12 asking for \$2.1 million from the City as well. The smaller communities don't
13 have a change. ASCMV will also continue to look for more grants now that
14 there is a grant writer. The expenses are going up 2.8% as well. Most of
15 the increase is salaries; the contract employees are surgeons who come in
16 to help with surgeries. This allows Dr. Hadden to do other things with the
17 animals rather than only do surgeries. The insurance went up significantly
18 this year due to providing a better insurance; more employees are taking
19 the insurance. General supplies and safety supplies came down; last year
20 the money was used to get first aid boxes around the Center. Utilities,
21 electricity, and phone will go up a little due to the new facility. The temp
22 agency services are while they are waiting to hire kennel help.
23

24 There is a vehicle repair and maintenance that went up significantly due to
25 repair on the old van. Transportation was up a little bit and they hope to do
26 more transports. Registration and conference fees came down. The liability
27 insurance went up due to a new insurance carrier. Building rentals is
28 included due to the possibility of getting a modular due to not having a
29 conference room or office spaces. It would be put behind the existing
30 building; there aren't enough office spaces in the new building and the
31 conference room is in the plans but it won't be built right away. The building
32 rental will be an annual expense to a point. Board Member Flores asked
33 how there was such an oversight with not enough offices. Bernice Navarro
34 stated that it was one of the considerations they looked at with plans on the
35 new building but because of the limited dollar amounts they had to do a lot
36 of value engineering; many things had to be cut or adjusted. At the end of
37 the west side of the building there is space to build a conference room which
38 was originally in the plans once there is enough money. Staff hopes this
39 will be a temporary situation.
40

41 Board Member Flores stated that they could have covered this with the
42 ARPA money; perhaps get more with the GO Bonds. Board Member
43 Enriquez stated that there were some items reduced when it was value
44 engineered but he's unsure what exactly. The ARPA money was limited as
45 well to certain GO Bond projects. Ms. Navarro doesn't know exactly when
46 everything was changed but when they first created it there are a couple

1 new offices going into the new facility. The majority of the administrative
2 offices will remain in the current facility. Staff was focusing on what they
3 could provide as far as space, more for animals in the new facility. Many
4 positions that are requested were recently thought of and not known when
5 the GO Bond was done. Currently it will be \$31,200 for FY23 but they don't
6 know how long it will be to keep the building rental. Board Member Flores
7 expressed her concern on this extra expenditure when they didn't have
8 enough foresight when planning the new Center.
9

10 Board Member Ellins asked what \$2,000 was used for a building rental in
11 2022. Ms. Navarro stated that was the amount budgeted to store some old
12 documents at an offsite rental facility. They did not end up using all of it as
13 they were able to clear all of the documents out. Board Member Sanchez
14 stated that many times they are better off purchasing through Mobile Mini
15 or companies of those nature to have on site rather than rent a space for
16 \$31,000. Dr. Hadden continued with the other changes. The tuition
17 reimbursements went up 100% due to the cost of her schooling but it was
18 on a different line item last year. Board Member Ellins asked how major
19 equipment is an operating expense rather than a capital expense; Dr.
20 Hadden will look into that for the Board. The grant money that is expected
21 was shown. A breakdown was shown by program; Executive Director is
22 3.9%, Medical Director is 27.6%, kennel operations is 37%, admin services
23 31.5% for a total operating expense of \$4,889,083.
24

25 The second veterinarian will be paid roughly \$105,000 to \$110,000. Board
26 Member Ellins asked how that compares to private practice in Las Cruces;
27 Dr. Hadden doesn't know. There was one posting in Las Cruces she saw
28 which was comparable. The county is planning on coming up with a part
29 time medical van to be manned by a veterinarian to go into the rural areas.
30 Board Member Ellins stated it's been difficult to find anyone; the City is
31 finding the same difficulty. Board Member Sanchez has concerns as to
32 whether or not the county will provide up to a certain amount. He asked if
33 they could table the decision on this budget until next meeting as the county
34 will begin their budget talks in May; would have more clarity on some
35 questions as well as know the level of support they'll receive from the
36 county. Chair Corran stated that they are behind the ball with this so next
37 year they need to have these conversations in January or February. She
38 added that the end of May is past the date for the City to approve the budget.
39 Board Member Sanchez stated that's the point; if the Board approves the
40 budget and then the City and/or county decide they won't meet this
41 proposed budget then it will need to be amended.
42

43 Board Member Sanchez added that the increase in insurance cost should
44 also have a cost reduction in the end with the City's insurance pool. There
45 is roughly a \$200,000 increase in insurance alone. Chair Corran stated that
46 she believes the City budget has committed to TNR operation and efforts

1 related to that so parts of the budget is already supported by the City. The
2 insurance is a combination of increasing the proportion of insurance that's
3 paid which the Board approved matching the City increase of contribution
4 and the number of people opting into it are increasing as well. Board
5 Member Sanchez believes that it was approved within the budget and now
6 there is an additional increase that is significantly more. The mid-year
7 budget adjustment increased the budget of last year and not this next year.
8 Board Member Sanchez asked if there was an additional increase from last
9 years amended budget. Board Member Flores stated her understanding is
10 they increased coverage by 20% for people already enrolled. More people
11 have enrolled and it is a benefit the City is providing. Board Member
12 Sanchez doesn't understand why there is an additional increase of
13 insurance; there wasn't very many people on the insurance prior.
14

15 Board Member Macias stated that he was under the impression the Center
16 had a Management Analyst that helped with the day to day budget; he was
17 here earlier but had to leave. Leeann Demouche stated that they went to
18 the 80/20 on the insurance now that they are no longer self-insured; they
19 went to the state as their premiums are lower. After enrollment from City
20 employees they had a little over 1,100 people who were on the insurance
21 with 25 new people. Overall the whole budget was roughly \$2.6 million; the
22 City portion is \$2.1 million. The other half million is for the JPA's; MRVDA,
23 Metro, ASCMV, and South Central Solid Waste. It is the responsibility of
24 the ASCMV to put their own budget into the City's Munis ERP system.
25 However the JPA states that proposed budgets shall be cooperatively
26 reviewed by City and county staff to provide budget development guidance
27 and advice to the Center. Ms. Demouche stated she's not aware of any
28 meetings one on one with the Center; in the past they have but not for this
29 upcoming budget. The JPA also states that the Board shall review and
30 make recommendations regarding any proposed budget prior to the Center
31 submitting the proposed budget to the parties for consideration. The parties
32 intend to each pay for 50% of the Center's net operating budget.
33

34 Ms. Demouche did see this budget proposal during the finance committee
35 meeting and it is in the budget. However, in the City budget Mr. Thacker
36 has only put in for the revenue to receive to him and hasn't increased it;
37 \$1.75 million. They would need to take this back to Council for the main
38 meeting and if the Council agrees to the \$2.1 million then the change would
39 have to made. Board Member Flores stated that they can't vote on the
40 budget today if they don't know what the City has done and it's questionable
41 if the county has done it as well. The county budget is due in September
42 timeframe. Ms. Demouche recommended that if they do table this and the
43 budget is not approved at the time the City takes their budget then the
44 budget stays status quo; same as FY22. The staff could bring a
45 recommendation to this Board and the City would take a budget adjustment
46 to the Council and send it to the DFA. Ms. Demouche stated that they have

1 a great working relationship with all of the JPA's; there is an open door
2 policy. In the past they have had a lot of one on one meetings with Mr.
3 Thacker but this year they didn't meet.
4

5 Board Member Sanchez commented that Clint had reached out to the
6 county finance team and made a request for the increase; it is part of the
7 request to the Board of County Commissioners next month for approval of
8 budget. Currently there have not been any recommendation for discussions
9 around it. If they approve the budget today and it's not approved through
10 the county there would need to be an immediate budget adjustment. Chair
11 Corran stated that they did have a preliminary presentation at the Board
12 Retreat for the City. She has concerns on the budget with an unfunded
13 mandate of TNR onto the ASCMV as well as building a new Center without
14 the staff to fill it. There were questions on the amount of budget adjustments
15 and if the City and county don't approve the requests then all of the budget
16 items are for naught. Ms. Demouche added that if they do vote to move this
17 budget forward today then she would need to meet with Mr. Pili and put the
18 recommendation in the budget now. That way when they go to Council on
19 May 16th the budget recommendation will be in the budget and can be
20 approved.
21

22 If the increased amounts were not accepted then the ASCMV would need
23 to make adjustments on their budget; revenues and expenditures will need
24 to go down. Board Member Ellins stated that the City already approved the
25 \$200,000 increase in insurance which makes him believe that the \$2.1
26 million request from the county is to be used for other purposes. Ms.
27 Demouche commented that all of the expenses that are applied for the
28 ASCMV including the increase in insurance is paid for by the ASCMV; the
29 City did not bring in additional funds for those. Mr. Thacker used the
30 vacancy savings for FY22 to cover the costs. ASCMV has roughly 12
31 vacant positions with five actively trying to fill. The current salary savings is
32 \$153,000 for the year. Chair Corran stated that there are more questions
33 than answers currently and she would like to do some follow ups as well.
34 She is concerned that they, as City Council, are not fulfilling what they said
35 they would, specifically the TNR. If this budget is voted to table until May
36 then City Council would approve a budget without any funding for TNR. Ms.
37 Demouche pointed out that even though the budget would be adopted on
38 May 16th they can come back to Council in June to do another budget
39 adjustment; they would need to work with Mr. Pili and Mr. Enriquez.
40

41 The money for the TNR is in this resolution; it is a new position for TNR
42 Coordinator. Dr. Hadden added that last year their budget was approved
43 and the county didn't come up with all of the amount; the City came up with
44 an additional portion. They adjust the budget based on what is received.
45 Chair Corran stated that the JPA discussions are also still going on. Board
46 Member Macias asked if they could take the salary savings to do TNR. Dr.

1 Hadden stated they are using those funds in other areas that aren't funded
2 so they could potentially do that. However, the position itself must be
3 approved by the Board before they can submit the job description to the City
4 and will take time to come to fruition. The approval of the budget is needed
5 in order to submit the job and fill it. Matt Saenz added that if they'd like to
6 add the position at a later date it can be brought forward with a budget
7 adjustment at that time. Board Member Enriquez added that the ASCMV is
8 looking at six new hires which is in the current budget request. They need
9 to look through this budget but the TNR position can be brought back; can
10 be a reclassified position with the 12 vacancies. It's unknown how much it
11 will truly cost and whether it will truly be a new hire; many questions still
12 need to be answered. The benefits also need to be looked at for the
13 employees because it is a high amount.
14

15 There is an existing motion to approve the budget. Chair Corran asked for
16 an amendment to the motion. Board Member Sanchez stated that he's on
17 the fence. He could vote yes on the budget with the caveat that it might
18 need an amendment as the county hasn't approved the increase yet. He
19 also suggested withdrawing the motion and wait for more details; unknown
20 if timing would cause issues waiting until May. Mr. Saenz recommended to
21 bump the meeting sooner so it coincides with the budget process at the City;
22 it would be helpful. He added that it would be a little difficult for them; he
23 recommended bringing it forward next year with an adjustment. They can
24 adopt the FY22 budget for FY23 as Ms. Demouche recommended. The
25 budget adoption for City Council must be brought on May 16th; if they
26 request an increase it needs to get on the City side for approval. Board
27 Member Flores asked for clarification on bringing the budget to Council and
28 county; if the county said no then the Council have to make an adjustment
29 to make up the deficiency. ASCMV would either have to reduce
30 expenditures or come to Council to request additional funding. Something
31 similar happened last year.
32

33 Board Member Flores is concerned the county would take it as affront that
34 the Board made a decision which the county couldn't commit to. She added
35 that she believes if the county doesn't agree to the increase that it would be
36 a slap to the Board. Board Member Sanchez stated that his vote would be
37 viewed as endorsing this without having full review of the county budget
38 process then he would vote no simply due to the fact that he doesn't know
39 how the county will vote to endorse the increase. They did increase
40 contribution to the ASCMV last year by \$200,000 and now ASCMV is
41 requesting more. Chair Corran asked for clarification on the idea that if they
42 approve this budget then it would mean they are all endorsing it subject to
43 approval of the governing bodies; if they disapprove the budget is that
44 they're not comfortable with the budget or it needs to be vetted by the
45 respected boards and/or staff. The implication on the City is that if they
46 don't meet the budget deadline then the same budget from last year will be

1 submitted which is equivalent to not funding the new Shelter expansion or
2 the other items needed. Board Member Flores stated that the City could
3 come back to City Council to revise the budget. It would be more of a
4 question to move things around until they can come back to City Council;
5 Mr. Thacker would have to figure it out. If they vote no now then the TNR
6 will not be included in the Council budget.
7

8 If the Board approves the budget today and the county decides they can't
9 meet the increased request then the budget people would come to Council
10 to ask for adjustment or Mr. Thacker would need to make adjustments.
11 Board Member Flores suggested passing the budget in order to get the TNR
12 position budgeted. Chair Corran clarified that if this budget is approved then
13 it would go to City Council to approve only their portion, half of the needed
14 obligation. Ms. Demouche clarified how the budget would be handled if it
15 is approved. Josie Pena stated that they do not need to pass this budget
16 approval to get the TNR position as there are 12 vacancies; one of those
17 vacancies could be reclassified for that position. There is \$152,000 in salary
18 savings and if it's not spent in FY22 then it would go to the fund balance
19 and could fund that position. They could use the salary savings now to use
20 for the TNR position. Board Member Ellins stated that both City Council
21 and the county will meet twice before the next meeting. As there are so
22 many open questions that he is not ready to vote on the budget today. He
23 recommended moving it to the next meeting for both bodies to discuss it in
24 more detail. If the county decides to increase their contribution then the
25 budget could be tailored to what the Commission's decision is. He
26 personally supports an increase but can't speak for all Commissioners. The
27 City has a commitment to Department of Finance to submit the budget by
28 June 1st.
29

30 Board Member Sanchez voted no. Board Member Ellins voted no. Board
31 Member Macias voted no. Board Member Flores voted yes. Chair Corran
32 voted yes.
33

34 Motion failed.
35

36 **VIII. PUBLIC INPUT:** There was none.
37

38 **IX. CHAIR AND BOARD COMMENTS:** Board Member Macias is looking forward to
39 working with the City and county to come back with a vetted budget. Board
40 Member Flores thanked everyone for their work.
41

42 **X. Adjournment (12:30 p.m.)**
43

44 BOARD OF DIRECTORS
45
46

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Becky Corran, Chairperson

Lynch Ellins, Vice-Chair

Yvonne Flores, Board Member

Kasandra Gandara, Board Member

Fernando Macias, Board Member

Manuel Sanchez, Board Member

Eric Enriquez, Ex Officio Member

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
JT

Date: June 13, 2022

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

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

- The Statement of Net Position (page 1) reported cash of \$686,036 in the General Fund. Total assets were also \$686,036. Accrued payroll liabilities ended at \$56,481. Total liabilities were \$188,018. The unassigned fund balance was \$498,018.
- The Capital Projects Fund reported restricted fund balance of \$733,000 which is due to a transfer from the General Fund in fiscal year 2020, plus an additional transfer from the General Fund in fiscal year 2022.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 2) showed YTD operating revenues in the General Fund at \$3,396,819 which is 88.4% of budget. YTD operating expenditures were \$3,020,921 which is 78.6% of budget. The operating income for the period is \$375,898.
- All expenditures were below the budget parameter of 91.7% except Insurance which is at 101.4% due to increase in unemployment insurance premiums, Capital Outlay which is at 94.2% due to purchase of capital items, Repairs and Maintenance which is at 93.6% due to transport van and truck repairs, and Temp agency services which is at 97.0% due to staffing needs.
- 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
LD

Initials: AL
AL

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

	Fund 7440 General Fund	Fund 7441 Capital Projects	Fund 9440 Capital Assets	Statement of Net Position
Assets				
Current Assets				
Cash & investments	\$ 686,036	\$ 733,000	\$ -	\$ 1,419,036
Accounts receivable	-	-	-	-
Total Current Assets	<u>686,036</u>	<u>733,000</u>	<u>-</u>	<u>1,419,036</u>
Capital Assets				
Equipment, net of accum depr	-	-	170,333	170,333
Total Capital Assets	<u>-</u>	<u>-</u>	<u>170,333</u>	<u>170,333</u>
Total Assets	<u><u>686,036</u></u>	<u><u>733,000</u></u>	<u><u>170,333</u></u>	<u><u>1,589,369</u></u>
Liabilities				
Current Liabilities				
Accounts payable	-	-	-	-
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	56,481	-	-	56,481
Revenue collected in advance	131,537	-	-	131,537
Total Current Liabilities	<u>188,018</u>	<u>-</u>	<u>-</u>	<u>188,018</u>
Fund Balance				
Restricted	-	733,000	-	733,000
Unassigned	498,018	-	170,333	668,351
Total Fund Balance	<u>498,018</u>	<u>733,000</u>	<u>170,333</u>	<u>1,401,351</u>
Total Liabilities and Fund Balance	<u><u>\$ 686,036</u></u>	<u><u>\$ 733,000</u></u>	<u><u>\$ 170,333</u></u>	<u><u>\$ 1,589,369</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 May 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses-CLC	\$ 40,669	\$ 3,548	8.7%
Pet licenses-DAC	14,389	9,326	64.8%
Vaccinations	53,010	40,257	75.9%
Pet micro-chip	30,292	15,992	52.8%
Onsite adoptions	90,000	96,440	107.2%
Return to owner-DAC	15,806	14,134	89.4%
Return to owner-CLC	25,792	18,293	70.9%
Spay/neuter	79,349	55,640	70.1%
Dona Ana County	1,450,000	1,347,182	92.9%
City of Las Cruces	1,750,000	1,625,909	92.9%
City of Anthony	6,000	6,800	113.3%
Donations & memorials	25,052	47,427	189.3%
Grant Revenue	237,519	118,332	49.8%
City of Sunland Park	2,858	-	0.0%
Village of Hatch	335	-	0.0%
Other revenue	20,973	17,802	84.9%
Investment income	-	(20,263)	-100.0%
Total revenues	<u>3,842,044</u>	<u>3,396,819</u>	88.4%
Expenditures			
Salary	1,815,834	1,465,589	80.7%
Benefits	576,986	484,368	83.9%
Temp agency services	130,000	126,041	97.0%
Repairs and maintenance	48,488	45,367	93.6%
Services	778,432	528,160	67.8%
Supplies	317,239	214,001	67.5%
Insurance	47,008	47,687	101.4%
Other	44,326	30,827	69.5%
Capital outlay	83,731	78,881	94.2%
Total expenditures	<u>3,842,044</u>	<u>3,020,921</u>	78.6%
Net income (loss)	<u>-</u>	<u>375,898</u>	
Transfer to capital from operations	(705,000)	(705,000)	
Net change in Fund Balance	<u>\$ (705,000)</u>	<u>(329,102)</u>	
Beginning Fund Balance		<u>827,120</u>	
Ending Fund Balance		<u>\$ 498,018</u>	

**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 May 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	123,593	104,131	84.3%
Benefits	53,612	47,149	87.9%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	40,500	15,936	39.3%
Supplies	3,125	2,041	65.3%
Insurance	-	-	0.0%
Other	3,938	90	2.3%
Capital outlay	-	-	0.0%
Total expenditures	<u>224,768</u>	<u>169,346</u>	75.3%

**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 May 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	570,262	356,747	62.6%
Benefits	153,663	95,720	62.3%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	330,428	163,290	49.4%
Supplies	69,046	13,381	19.4%
Insurance	-	-	0.0%
Other	16,500	9,814	59.5%
Capital outlay	<u>83,731</u>	<u>78,881</u>	94.2%
Total expenditures	<u>1,223,630</u>	<u>717,832</u>	58.7%

**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 May 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	645,471	627,466	97.2%
Benefits	215,152	191,463	89.0%
Temp agency services	130,000	126,041	97.0%
Repairs and maintenance	48,488	44,967	92.7%
Services	9,515	3,565	37.5%
Supplies	197,256	171,967	87.2%
Insurance	-	-	0.0%
Other	22,888	20,206	88.3%
Capital outlay	-	-	0.0%
Total expenditures	<u>1,268,770</u>	<u>1,185,675</u>	93.5%

**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 May 31, 2022 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	476,508	377,245	79.2%
Benefitis	154,559	150,035	97.1%
Repairs and maintenance	-	400	100.0%
Services	397,989	345,369	86.8%
Supplies	47,813	26,612	55.7%
Insurance	47,008	47,687	101.4%
Other	1,000	720	72.0%
Total expenditures	<u>1,124,877</u>	<u>948,069</u>	84.3%

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

General Fund 7440	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	Total	Actual/Bgt. %
Revised Budget	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	Total	Actual/Bgt. %
Revenues													
Pet licenses-CLC	\$ 40,669	\$ 1,536	\$ 583	\$ -	\$ 758	\$ -	\$ -	\$ 1,278	\$ 685	\$ -	\$ 989	\$ 3,548	8.7%
Pet licenses-DAC	14,389	1,069	1,525	784	1,390	839	889	1,670	723	10,913	873	9,326	64.8%
Vaccinations	53,010	11,490	3,365	720	3,270	2,645	670	810	542	670	1,084	40,257	75.9%
Pet micro-chip	30,292	8,785	2,295	11,504	12,150	7,812	8,801	11,930	8,467	8,437	9,340	15,992	52.8%
Onsite adoptions	90,000	6,920	840	1,295	1,955	1,190	1,455	1,860	1,268	1,836	470	96,440	107.2%
Return to owner-DAC	15,806	1,440	1,508	1,650	1,955	1,190	1,455	1,543	1,543	1,770	740	14,134	89.4%
Return to owner-CLC	25,792	2,443	1,210	1,650	1,955	1,190	1,455	1,543	1,543	1,770	740	18,293	70.9%
Spay/neuter	79,349	4,222	6,765	5,865	6,820	3,614	8,992	1,905	2,630	2,615	4,825	55,640	70.1%
Dona Ana County	1,450,000	102,818	102,818	102,818	102,818	102,818	102,818	102,818	102,818	102,818	102,818	1,347,182	92.9%
City of Las Cruces	1,750,000	124,091	124,091	124,091	124,091	124,091	124,091	124,091	124,091	124,091	124,091	1,625,909	92.9%
City of Anthony	6,000	-	-	-	-	-	6,800	-	-	-	-	6,800	113.3%
Donations & memorials	25,052	2,416	2,611	2,160	1,340	15,866	3,810	4,300	2,959	2,217	8,474	47,427	189.3%
Grant revenue	237,519	-	-	-	-	32,861	-	-	-	80,273	5,198	118,332	49.8%
City of Sunland Park	2,858	-	-	-	-	-	-	-	-	-	-	-	0.0%
Village of Hatch	335	-	-	-	-	-	-	-	-	-	-	-	0.0%
Other revenue	20,973	1,798	1,418	2,355	1,597	1,478	1,416	1,416	1,051	1,335	1,335	17,802	84.9%
Investment income	-	971	(580)	(1,331)	-	(1,805)	(4,931)	(4,931)	(2,618)	(3,595)	-	(20,263)	-100.0%
Total revenues	3,842,044	2,066,185	2,444,306	2,022,059	2,554,492	2,933,776	2,551,198	2,444,785	2,600,095	3,244,325	2,559,848	3,396,819	88.4%
Expenditures													
Salary	1,815,834	70,883	182,127	117,381	116,426	120,188	118,840	115,864	208,435	157,691	143,224	1,465,589	80.7%
Benefits	576,986	21,296	55,539	36,754	37,016	37,905	42,549	41,966	71,189	53,468	51,105	484,368	83.9%
Temp agency services	130,000	-	13,877	11,467	12,839	18,961	12,220	18,508	7,530	16,868	13,770	126,040	97.0%
Repairs and maintenance	48,488	653	1,135	149	2,850	213	833	1,074	14,221	197	22,378	45,367	93.6%
Services	803,432	26,259	45,156	68,066	27,372	47,971	55,026	43,534	65,203	59,262	62,385	528,160	65.7%
Supplies	297,239	3,438	23,232	21,789	26,953	19,308	15,924	22,380	17,022	18,921	32,388	214,000	72.0%
Insurance	47,008	2,815	997	2,513	-	3,118	609	3,120	-	3,022	1,559	47,687	101.4%
Other	39,326	1,278	1,919	5,368	3,227	1,367	100	2,704	2,217	7,587	1,693	30,829	78.4%
Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Capital outlay	83,731	-	-	23,731	-	-	-	-	55,150	-	-	78,881	94.2%
Total expenditures	3,842,044	2,255,649	3,233,982	2,633,487	2,255,683	2,493,031	2,466,101	2,491,150	440,967	3,170,016	3,288,501	3,020,921	78.6%
Net Operating Income (Loss)	-	40,536	(79,676)	(1,429)	28,809	44,745	9,097	(4,365)	(180,872)	7,313	(68,654)	375,898	
Transfers	(705,000)	-	-	-	-	-	-	-	-	-	(705,000)	(705,000)	
Net Change in Fund Balance	\$ (705,000)	\$ 40,536	\$ (79,676)	\$ (1,429)	\$ 28,809	\$ 44,745	\$ 9,097	\$ (4,365)	\$ (180,872)	\$ 7,313	\$ (773,654)	\$ (329,102)	

**Animal Service Center of the Mesilla Valley
Grants and Donations Schedule
as of May 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	To cover any expenses associated with the Best Friends Executive Leadership Program
7440	11943	Carroll Petrie Foundation	\$ 25,000	24,157	\$ 843	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
7441	11627	Stern Donation	\$ 50,000	50,000	\$ -	Donation	Upon completion	The Kern donation provides funding strictly for costs associated with the renovation of the cat room.
7440	12049	Carroll Petrie Foundation	\$ 150,000	84,469	\$ 65,531	Local Grant	Until Spent	For general operating Support
7440	12097	Best Friends Animal Society	\$ 40,000	15,700	\$ 24,300	Local Grant	Until Spent	
7440	Unassigned	Pet Smart Charities	\$ 1,000	-	\$ 1,000	Local Grant	Until Spent	










ASCMV FS 05312022

Final Audit Report

2022-06-14

Created:	2022-06-13
By:	Armando Lerma (alerma@las-cruces.org)
Status:	Approved
Transaction ID:	CBJCHBCAABAAzHfszRk2-CI1PHClOcdOVxMRSXC_RfSn

"ASCMV FS 05312022" History

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-  Agreement completed.
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Animal Services Center of the Mesilla Valley

Monthly Statistics Report-May 2022

INTAKE	City of Las Cruces	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock <small>(horse, goat, sheep, pig, donkey)</small>	Wildlife <small>(skunk, bat, coyote, fox, raccoon)</small>	Total
	City of Las Cruces										
	Owner Surrender	14	13								27
	Returned Adoptions	10	0								10
	Seized/Welfare Hold	13	0								13
	Strays (brought in by the public)	46	97								143
	Strays (brought in by Animal Control)	53	104					1			158
	Wildlife										0
	Subtotal City of Las Cruces	136	214	0	0	0	0	1	0	0	357
	Doña Ana County										
	Owner Surrender	37	4								41
	Returned Adoptions	1	0								1
	Seized/Welfare Hold	3	1								4
	Strays (brought in by the public)	45	83								128
	Strays (brought in by Animal Control)	96	97								193
	Wildlife										0
	Subtotal Doña Ana County	182	185	0	0	0	0	0	0	0	367
	Anthony, NM	19	10								29
	Hatch	5	0								5
	Mesilla	2	1								3
	Sunland Park										0
	WSMR										0
	Born In Care										0
	Community Cats										0
	Jurisdiction Unknown/Other										0
	Transfers In										0
	Total Intake	344	409	0	0	0	0	1	0	0	755

	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	1	0								1
Medical - Organ Failure										0
Medical - Parvo - Exposed										0
Medical - Parvo - TX										0
Medical - Parvo - Non TX	1	0								1
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	7	0								7
Medical - Respiratory Signs - Non TX	14	17								31
Medical - Ringworm										0
Offsite Euthanasia										0
Rabies Suspect - General	1	0								1
Rabies Suspect - Injured	1	0								1
Rabies Suspect - Sick/Symptomatic										0
Rabies Suspect - Wildlife									1	1
Severe Injuries - Animal Attack										0
Severe Injuries - General	2	6								8
Severe Injuries - Hit By Car	2	4								6
Space - Behavior	0	4								4
Space - General	0	1								1
Space - Medical	21	0								21
Wildlife - Nuisance										0
Subtotal Euthanized	127	52	0	0	0	0	0	0	0	180
Euthanasia Rate	36.9%	12.7%	na	na	na	na	na	na	#DIV/0!	23.8%
Total Outcome	415	299	0	0	0	0	0	0	1	716
Grand Total	344	409	0	0	0	0	0	0	0	755
Outcome*	415	299	0	0	0	0	0	0	1	716
Statistics	Live Release Rate	64.9%	80.8%	na	na	na	na	#DIV/0!	0.0%	71.7%
	Euthanized, Expired in Care, DOA	129	66	0	0	0	0	0	1	196
	Average Intake/day	11.1	13.2	0.0	0.0	0.0	0.0	0.0	0.0	24.4
	Average Outcome/day	13.4	9.6	0.0	0.0	0.0	0.0	0.0	0.0	23.1
	Average Euthanizations/day	4.1	1.7	0.0	0.0	0.0	0.0	0.0	0.0	5.8
	Average RTO/day	1.7	0.2	0.0	0.0	0.0	0.0	0.0	0.0	2.0
	Average Adoptions/day	3.4	1.4	0.0	0.0	0.0	0.0	0.0	0.0	4.7

Grand Total	344	409	0	0	0	0	0	0	0	755
Outcome*	415	299	0	0	0	0	0	0	1	716
Statistics	Live Release Rate	64.9%	80.8%	na	na	na	na	#DIV/0!	0.0%	71.7%
	Euthanized, Expired in Care, DOA	129	66	0	0	0	0	0	1	196
	Average Intake/day	11.1	13.2	0.0	0.0	0.0	0.0	0.0	0.0	24.4
	Average Outcome/day	13.4	9.6	0.0	0.0	0.0	0.0	0.0	0.0	23.1
	Average Euthanizations/day	4.1	1.7	0.0	0.0	0.0	0.0	0.0	0.0	5.8
	Average RTO/day	1.7	0.2	0.0	0.0	0.0	0.0	0.0	0.0	2.0
	Average Adoptions/day	3.4	1.4	0.0	0.0	0.0	0.0	0.0	0.0	4.7

**ASCMV Website Page Views -- 34,201

**ASCMV Instagram -- 19,244 people reached; 279,270 impressions; 106 ad clicks

**ASCMV Facebook Page Views -- 2,238

**ASCMV Snapchat -- 79,635 impressions; 842 ad clicks



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2022-07**

A RESOLUTION TO ACCEPT THE \$150,000 CARROLL PETRIE FOUNDATION GENERAL OPERATING SUPPORT GRANT AND ADJUST THE ADOPTED FY2022 BUDGET ALLOWING THE GRANT.

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

WHEREAS, the ASCMV applied for and is the recipient of a Carroll Petrie Foundation General Operating Support Grant; and

WHEREAS, the funds will be used to support the general operations of the ASCMV, in particular the purchase of a medical/surgical trailer and designated TNR vehicle, as applied for.

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

(I)

THAT the FY2022 adopted budget will be hereby amended as shown in Exhibit "A" attached hereto and made part of this resolution and is hereby adopted.

(II)

THAT, once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY2022 budget for the ASCMV.

(III)

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

PASSED AND APPROVED this 23RD day of June, 2022.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Becky Corran, Chair _____ yea nay

Lynn Ellins, Vice-Chair _____ yes nay

Manuel Sanchez, Member _____ yea nay

Kasandra Gandara, Member _____ yea nay

Fernando Macías, Member _____ yea nay

Yvonne Flores, Member _____ yea nay

Eric Enriquez, Ex-Officio Member _____ yea nay

Mary Lou Ward, Ex-Officio Member _____ yea nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2021-22

Exhibit A

	7440 ANIMAL SERVICES CENTER 2021-22			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
	RESOURCES			
Beginning Balance	\$ 887,579	887,579	0	887,579
Revenues				
Municipal Gross Receipts Tax	0	0	0	0
Public Safety Gross Receipts Tax	0	0	0	0
Hold Harmless Replacement GRT	0	0	0	0
State-Shared Gross Receipts Tax	0	0	0	0
Environmental Gross Receipts Tax	0	0	0	0
County Environmental Gross Receipts Tax	0	0	0	0
Internet Sales Gross Receipts Tax	0	0	0	0
Gasoline Tax	0	0	0	0
Cigarette Tax	0	0	0	0
Lodgers Tax	0	0	0	0
Property Taxes	0	0	0	0
Payment In Lieu of Property Tax	0	0	0	0
Franchise Fees	0	0	0	0
Payment In Lieu of Franchise Fees	0	0	0	0
Licenses, Fees & Permits	55,058	55,058	0	55,058
Convention Center Fee	0	0	0	0
Auto License - State Shared	0	0	0	0
Fines & Forfeitures	0	0	0	0
Charges For Services	3,524,415	3,524,415	0	3,524,415
Natural Gas Sales - Commodity	0	0	0	0
Motor Pool Maintenances Charges	0	0	0	0
Fuel Charges	0	0	0	0
Intergovernmental	0	0	0	0
Investment Income	0	0	0	0
Miscellaneous Revenues	25,052	25,052	0	25,052
Federal Grants	0	0	0	0
State Grants	0	0	0	0
Local Grants	57,417	237,519	150,000	387,519
Debt Service	0	0	0	0
Total Revenues	3,661,942	3,842,044	150,000	3,992,044
TOTAL RESOURCES	\$ 4,549,521	4,729,623	150,000	4,879,623
Expenditures				
General Government	0	0	0	0
Legislative	0	0	0	0
Municipal Court	0	0	0	0
Chief Administrative Officer	0	0	0	0
City Manager	0	0	0	0
Legal	0	0	0	0
Las Cruces Police Department	0	0	0	0
Las Cruces Fire Department	0	0	0	0
Utilities	0	0	0	0
Economic Development	0	0	0	0
Internal Audit	0	0	0	0
Assistant City Manager-400	0	0	0	0
Human Resources	0	0	0	0
Financial Services	0	0	0	0
Information Technology	0	0	0	0
Fleet	0	0	0	0
Assistant City Manger-500	0	0	0	0
Parks & Recreation	0	0	0	0
Community Development	0	0	0	0
Quality of Life	0	0	0	0
Public Works	0	0	0	0
Animal Service Center	3,661,941	3,842,044	150,000	3,992,044
Total Expenditures	\$ 3,661,941	3,842,044	150,000	3,992,044
Other Resources				
Operating Transfers In	0	0	0	0
Operating Transfers Out	0	(705,000)	0	(705,000)
Total Other Resources	\$ 0	(705,000)	0	(705,000)
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 887,580	182,579	0	182,579