

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

AMENDED AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, October 24th, 2019 at 9am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

- I. Call to Order & Pledge of Allegiance**
- II. Roll Call of ASCMV Board Members and Determination of Quorum**
- III. Changes to Agenda and Approval of Agenda**
- IV. Minutes**
 - a. Approval of the Minutes from the ASCMV Work Session held August 6th, 2019.
 - b. Approval of the Minutes from the regular ASCMV Board Meeting held September 12th, 2019.
- V. Reports/Presentations**
 - a. City and County ACO Reports – City Animal Control and County Animal Control
 - b. Shelter Statistics/Activities – Clint Thacker
 - c. Committee Reports
 1. Finance – Jack Eakman, Committee Member
 2. Executive – Lynn Ellins, Committee Chair
 3. Facilities – Greg Smith, Committee Chair
 - d. Zero In 7 Update
- VI. Action Items**
 - a. Resolution 2019-11: Budget Adjustment for Capital Fund and Cat Room Expenses
- VII. Discussion Items**
 - a. ASCMV November 2019 and December 2019 Board Meeting dates.
- VIII. THE BOARD OF DIRECTORS OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY WILL CONVENE IN CLOSED SESSION** to discuss the annual performance reviews of the Director of the Animal Service Center of the Mesilla Valley (which is closed pursuant to Section 10-15-1-H(2), NMSA 1978).
- IX. THE BOARD OF DIRECTORS OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY MAY RE-CONVENE IN OPEN SESSION** to take action, if any, on the closed session items.
- X. Public Input**
- XI. Chair and Board Comments**
- XII. Adjournment**

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**ANIMAL SERVICE CENTER OF MESILLA VALLEY
WORK SESSION
August 11, 2019 at 9:00 a.m.**

BOARD MEMBERS PRESENT:

Lynn Ellins - Chairman
Jack Eakman - Vice-Chair
Kasandra Gandara - Board Member
Manuel Sanchez - Board Member
Gregory Z. Smith - Board Member
David Dollahon - Ex-Officio Member
Vicki Lusk - Ex-Officio Member

BOARD MEMBERS ABSENT:

Ramon S. Gonzalez - Board Member

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

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

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

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

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

Eakman: Not for a work session?

Baum: No sir.

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

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

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

Thacker: Yes. We had to park over at the library. Do you want to wait a few minutes to see if our County brethren can join us or do you want to just start?

1 Eakman: Why don't we begin?
2
3 Thacker: Okay. So I was asked by the Board of Directors to do a fee assessment.
4 Because the fees for the Animal Services Center have not been changed
5 or looked at since 2008 for the majority of the fees. So in doing so I was
6 able to contact, who responded to my plea was Albuquerque; Cedar Rapids,
7 Iowa; Davis County, Utah; Washington County, Oregon; and Richmond,
8 Virginia. Some places that I also contacted that did not respond are
9 Spokane City Animal Services and also San Bernardino. And the reason
10 why I did those is because they have a population of around 217,000
11 people. Similar to Doña Ana County.
12 So when you look at this fee schedule what it is, some of them are
13 all over place and some of them are pretty straight forward with what it is.
14
15 Gandara: Clint. If I could I want to say that I thought that the fee structures may not
16 have been presented to the Board at the time. It was sort of something that
17 just sort of evolved I think.
18
19 Thacker: Okay, that's good to know.
20
21 Gandara: That's what I'm hearing I think. I don't know that to be accurate.
22
23 Thacker: At the very beginning in 2008 when it was taken over?
24
25 Richardson: Is the JPA specify that it's up to you or up to the Director?
26
27 Thacker: I believe it says that it says it's up to the Director. The JPA doesn't say
28 anything about the Board approving the fees. But I'd have to look and make
29 sure. Frank do you remember?
30
31 Bryce: Well, I think it does say that (*inaudible*).
32
33 Gandara: Up to the Director, right?
34
35 Thacker: All right, so RTO is return to owner. So if your dog gets caught once in a
36 year, ASCMV charges \$28. Albuquerque is looking at \$0 and \$25; \$0 if it's
37 fixed, \$25 if it's intact. And you can see down the board. Washington
38 County, Oregon they're focused more on licensing so there is \$10 if it's
39 licensed, \$65 if it's not. And we'll address what I recommend later on.
40 So second time in a year the fee goes up. Some of them are the
41 same, some of them double. Like Davis County, Utah it doubles every
42 single time. Washington County, Oregon they're like it doesn't matter if your
43 animal's loose or on the second time it doesn't matter if it's licensed or not,
44 you're going to get a pretty significant fee. And then Richmond, Virginia is
45 pretty simple with the same all the way down. The ASCMV also increases
46 each time by \$10. So \$38, if it's three times in a calendar year then it's \$48

1 and four times is \$78 and so on. So you see that's a pretty spread out
2 between the cities and counties that we did the assessment on.

3 So stray boarding is the amount we charge to cover the fee for every
4 day that the animal's there. It's not broken out by livestock. It's not broken
5 out by just the boarding fee. Albuquerque doesn't charge anything. Again
6 their whole thing is, when I talked to the Assistant Director there, he's a good
7 friend of mine and he's on the Board of Directors with BACA with me. He
8 says that we, he says Albuquerque is not going to make money. This
9 industry is not one that you make money in. And so what really is that
10 money going to make, he says and plus he asked me what's the first thing
11 that you start waiving when you start waiving fees and people say, "I can't
12 afford it" and I go "well board" is the first thing. We see if the animal is even
13 going to be (*inaudible*) and so on. So if we start waiving fees that's one of
14 the ones we start with. And we said exactly. So they're taking a different
15 approach. Cedar Rapids at \$20. Washington County at \$24. Obviously
16 your seeing that they're trying to make some of that money up with their
17 animal. We have to remember that Washington County also has, it's like at
18 80% license rate. So their population is a lot more compliant with these
19 things and they don't get a large amount of intake even though the
20 population is up there with ours.

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

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

38
39 Navarro: I'm sorry I had a question on that sterilization deposit fee. We charge that,
40 so we have something that's in the state laws that we have to charge a
41 minimum deposit of that? But I noticed that Albuquerque doesn't have it.

42
43 Thacker: So I think it's probably confused. It's on redemption is what you're talking
44 about right? When an animal is redeemed and it's not sterilized by law they
45 have to pay it. I think what they think it is, is sterilization deposit like I
46 explained where they pay a little bit of money. Like people pay a little bit of

1 money for our foster to adopt and that has them incentive for them to come
2 back in to finalize the adoption. So, yes the \$25 and that's probably a good
3 thing to find out is how much they charge. Because the state law says a
4 minimum of, right? Of \$25.

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

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

16
17 Smith: Clint. Are you hearing anything from people when they come in and they're
18 interested in adopting a cat? I mean \$50 just sounds like a lot to me but I
19 haven't ever gone in and adopted a cat. Are people expressing anything
20 when they come through the door as far as that being high or a great deal
21 or that kind of stuff? Are you hearing anything at all?

22
23 Thacker: Michelle is our front office person. She can answer that.

24
25 Williams It just, it depends. I mean because we do have a lot of specials and we
26 have our senior vouchers that help for anybody over I guess 55 is what
27 we're doing. The Doña Ana Humane Society pays \$50 with the cat voucher
28 of the adoption fees. So cats would be free, dogs would be \$5. No we
29 don't, nobody really, if they're coming in to adopt they're willing to pay the
30 fees.

31
32 Smith: Okay.

33
34 Richardson: And compared to like the local rescue groups, ours is pretty tiny. To go to
35 like APA or anybody else to adopt it's going to be a lot more. And then it
36 also just, if your friend gives you a puppy, to be able to go and get it spayed,
37 vaccinated, and chipped you're paying four times that amount.

38
39 Smith: Well I tend to bring 1960s and 1970s price tags to things a lot of times. So
40 it just, I thought. It occurred to me, you know especially in our community
41 where we sometimes hear from people very loudly about the prices of
42 things, that I should ask. So thank you.

43
44 Thacker: Yes sir.

1 Eakman: Could I back up just second? I guess I was confused here for the
2 Albuquerque with all their zeroes on charges. However, don't they have a
3 quite aggressive fees for licensing?
4
5 Thacker: They're doing away with the licensing.
6
7 Eakman: They're doing away with licensing.
8
9 Thacker: Yes.
10
11 Eakman: Oh, they got a new mayor. The old mayor is gone. Okay.
12
13 Thacker: And they also have a new director and assistant director of their Animal
14 Control. Well new as in a year and a half ago.
15
16 Eakman: And their live release rate?
17
18 Gandara: They don't have the same population as we do. I mean, right?
19
20 Thacker: Animal, yes they have a lower intake.
21
22 Gandara: Population is a lot lower intake than we do.
23
24 Eakman: That's what I was getting at. Okay, thank you.
25
26 Gandara: But to see what, I mean they don't charge anything for sterilization, for lots
27 of different stuff. It's all very, trying to incentivize I guess.
28
29 Thacker: Yes and it was confusing sometimes on the responses I would get, they
30 were unsure if sterilization fee was included in the fee adoption or if it's for
31 public. And so if there was any confusion on that I just put N/A on there.
32 Because it was really confusing trying to figure out if it was included or not.
33 Like Richmond, Virginia they specifically put that sterilization's included in
34 the adoption fee of that \$100 that they have. And I'm sure it's the same with
35 Albuquerque. To the best of my knowledge, Albuquerque does not do
36 public spay and neuters. But I may be wrong on that.
37
38 Gandara: It happens over there at their center.
39
40 Thacker: Well they don't do public ones like people can just come in and say "I want
41 my dogs sterilized" so they do it. Best of my knowledge they don't do that
42 but I can be sure and get back to you on that.
43
44 Williams I think he was telling me they have some kind of clinic up there.
45
46 Thacker: That does it for them. Okay. Disposal fees.

1
2 Gandara: So with that I think with the (*inaudible*), you know do they have this large
3 grant that helps pay for that? Who is paying for those sterilizations and/or
4 is it that people come and gladly do it?
5
6 Thacker: Yes good point. We'll find out and I'll get back to you.
7 Disposal fee for animals, what this is, is an animal that is dropped off
8 like if it's found deceased and they bring it in or, correct me if I'm wrong staff,
9 coworkers that if we euthanize an animal for them they charge them the \$5
10 in addition to the \$25 euthanasia request, it's all part of it. So DOA's is when
11 it's found deceased and they bring it to us. You can see these huge
12 differences between us and the other ones that are coming in. So those
13 are some difference there.
14 Euthanasia requests. Again there's some separation there of what
15 is done. Albuquerque just doesn't offer it. They tell them that they're not
16 set up for it. They go to a veterinarian for that service. And euthanasia
17 request is generally it's an animal that's old or injured, somebody bringing
18 to us or to the Center. So we provide that service for \$25. But like
19 Albuquerque and Virginia they say no, take it to a local veterinarian to do
20 that.
21
22 Richardson: Also we do get requests through Animal Control. But if it's brought to us by
23 Animal Control we're not able to charge the fee. So it's still a euthanasia
24 request but it came in through Animal Control.
25
26 Thacker: Yes and that's what we call the fix as well because they're charging, Animal
27 Control charges to transport the animal. It's a field surrender. Right Mary
28 Lou?
29
30 Ward: We charge for field surrender. It's a transport fee for animals. That's
31 correct. If it's involved with a crime like animals killing livestock or vicious
32 and/or dangerous where the animal has done something, ideally it should
33 be housed for 10 days prior to any euthanasia regardless. Because that's
34 a kind of a quarantine period anyways for the benefit of the public and the
35 safety of the public.
36
37 Thacker: Are those two different fees?
38
39 Ward: No it's the same fee.
40
41 Thacker: Same one.
42
43 Ward: But at the same time that person is usually not charged that fee. Because
44 it's an investigative process. During that 10-day period we're investigating
45 it. And at some point sometimes those people won't owner release those
46 animals and so when that happens and they're already in our custody or the

1 Shelter's custody we don't charge a fee. Because we're not transporting
2 them again at that point.
3

4 Thacker: Okay. All right thank you. So see, these are some of the possible fees that
5 I came up with. And this was just, I shot this out to my coworkers. Sought
6 their thoughts on it. So a return to owner currently is \$28 and we want to
7 push fixed or intact. We want to push sterilization. We don't want to push
8 licensing because we're going to be hopefully doing away with that in the
9 ordinance change, so we really want to push getting the animal sterilized.
10 So that's how much it's going to cost for if you have, dog comes in only once
11 it'll be \$10 or \$30 for intact. And that's just for the RTO. The second year,
12 we understand mistakes happen. Totally get it. That's why it's so low the
13 first time, but if you do it twice in a year then you have an issue that needs
14 to be resolved and we can help educate you. "Oh the dog keeps jumping
15 over the fence". All right let's talk about that. Or he keeps digging under
16 the fence, all right. Or somebody opens the gate, opens the door. These
17 are things that we can help them, educate them, give them resources to
18 help solve that problem. And then of course three times in a year and four
19 is just going to go up. Yes Paul.
20

21 Richardson: Just my personal opinion, I don't like the increase because at that point it's
22 like we're assessing penalties. Where fees aren't supposed to be penalties,
23 they're supposed to be compensation for the services we provided whereas
24 fines should be done through Animal Control penalties for violation.
25

26 Thacker: Yes, that's a good way to look at it too. Thank you.
27

28 Eakman: I really like the fact, Clint, that you're looking for some adherence to policy.
29 I, but in addition to fix I want to know they're vaccinated. I want to know
30 they're chipped. In my mind an unsafe dog running loose is a public health
31 hazard and we should be doing something about that. So I'd be all for the
32 \$10 fee, in fact for the first one, you know if it's fixed, vaccinated, everything
33 like that and the first one I'm okay with zero. But I'd like to see all the
34 adherence there. Not just fixed.
35

36 Smith: If I may come back to Curtis's point. Paul, I'm sorry. Paul thank you. Do
37 we have a sense of what it actually costs us so that maybe as opposed to
38 looking at this as a penalty going up to those higher prices, that we look at
39 it in reverse from this is what it's costing us but if you have the fixed versus
40 the intact, the vaccinated and all of that kind of stuff, we're reducing it by
41 this amount?
42

43 Thacker: So it's \$46, it's a little over \$46. We'll see a slide later for staff to impound
44 an animal.
45

46 Smith: Okay.

1
2 Thacker: It includes their time, the vaccines, dewormers, all that and there's a slide
3 later on when we talk about surrender fees. So, yes.
4
5 Bryce: On that return to owner, you can't, they can't be returned without a chip or
6 vaccination. Can they?
7
8 Thacker: That's correct. But he's talking about if it comes in.
9
10 Dollahon: If it's previously chipped and previously vaccinated and when we apprehend
11 it
12
13 Smith: So that way you don't have a price break on the ones after that because it
14 should've happened the first time.
15
16 Richardson: Well if there's no vet in the building to administer the rabies, we have to do
17 a rabies voucher. So they pay for it but they're agreeing to come back when
18 the vet's in the building. Which I think almost all shelters have to do that
19 because they don't have a vet there 24/7.
20
21 Thacker: Well shelters in New Mexico.
22
23 Smith: So then back to Paul's point we might then, everything after two, three, four
24 plus is \$50. Yes because I don't see how we could reasonably say we're
25 reducing the price because this is only your second time or something like
26 that. But we would charge what it fully costs us plus some contingency each
27 time after. But on the first time there's that break, I think would make sense
28 to say there's a break for having your animal being fixed and vaccinated.
29
30 Thacker: Well in full transparency, it's actually easier to bring an animal into the
31 Center that's already been there before because their information is all in
32 the system. You don't have to put in there three-year-old Shepherd mix. If
33 you search it, sorry there, so that would break down the cost just a little bit
34 from the front office staff but they're still, there's still time to put that in.
35
36 Bryce: Repetition is a cost in itself though.
37
38 Thacker: Yes.
39
40 Bryce: Because if you're filling out one that I've three time, that could be doing dogs
41 that have never been in here in the same amount of time.
42
43 Thacker: Also your dog's taking space.
44
45 Dollahon: Exactly.
46

1 Gandara: That's the thing.
2
3 Dollahon: But how many, my question is what are the numbers on return to owners,
4 the multiples? How many multiple return to owners are we having?
5
6 Smith: Statistically.
7
8 Dollahon: Statistically.
9
10 Thacker: So in our, for one year that was our number was our highest impound. It's
11 only been there once a year. Our two, year two it's still up there a little bit
12 but it drops down way in the three and four. We hardly ever get three and
13 four here. It still happens, but.
14
15 Smith: So we wouldn't be recouping a whole lot of money by having that higher
16 price because it just simply doesn't happen that often.
17
18 Thacker: What it is is like Paul is stating it's saying "it's happening again, let's figure
19 it out". Why is this continuing to happen? And that would be, Paul's right,
20 that would be something more on Animal Control enforcement side. But I
21 still think we could do it as part of our fees because we're tired of the animal
22 coming in too. And there's no increase on the ACO side except for running
23 at large if the animal's running at large.
24
25 Sanchez: Is there any additional fees that are sent or given, charged to the owner on
26 an RTO if they're picked up by either City or the County for the transport to
27 the facility?
28
29 Dollahon: The County has a transport fee and I think the City.
30
31 Thacker: That's only if they surrender the animal. I think you're asking if it's picked
32 up stray. So I know we charge these amounts and then the City and the
33 County get the information and then they go from there. What they do with
34 that information I don't know.
35
36 Sanchez: Mary Lou what happens I guess if when the County pick them up?
37
38 Ward: So if an officer picks up an animal in the field and they find the owner and
39 return it, there's not a transport fee of course. The animal never went to the
40 Shelter.
41
42 Dollahon: You're giving them a citation though.
43
44 Ward: There's citations, other ways of holding them accountable. When they
45 return them they want proof of vaccinations and things like that. Pet
46 licensing because they're still doing it, intact permits or spay/neuter, rabies

1 vaccination, etc. That's what the officer's doing. Now if like the owner
2 release, the transport fee that's only for somebody who is calling saying I
3 don't want my animal anymore come and get it, and we go and pick that up.
4

5 Sanchez: Surrender. And the reason I ask is because I think like when we talk on the
6 fees we're saying okay there is no additional fee at the Service Center. But
7 is there, you know if they're brought in either by the City or the County those
8 are fees that we're not recouping. And so if they're having multiple times,
9 yes it could be seen as a penalty. But at the same time that's additional
10 costs that we're incurring within the Municipality and County that we're at
11 least seeing.
12

13 Ward: Correct. And our officers, so what the Shelter does is they give, when an
14 animal gets returned to the owner at the Shelter, they give the officer that
15 information back. Every officer has a box in there and they give them that
16 information back of that owner that picked up that animal. And the officers
17 when they go in they check their box is and get their little papers back of,
18 it's like a copy of the impound sheet that they use for that animal and it's got
19 that information on there. So then in turn that officer can turn around and
20 say "this is the person that's claiming ownership of this animal and I'm going
21 to hold them accountable and now I can issue them a summons, a citation."
22

23 Smith: But and along those lines, because I think that that so helps us with the
24 additional cost might be, if there are additional steps then that we're looking
25 at as far as at the Animal Services Center to say "okay this is the fourth time
26 this animal's come in, we need to remediate this to some degree. We need
27 to educate the animal's owner. We need to do those extra things." If we're
28 able to say that that's being handled by the Animal Control Officers, then it
29 complicates how we recoup the money and distribute it to them. But if there
30 are extra steps that we're either saying we're going to do at the Animal
31 Services Center or that we recognize that we need to do and then this can
32 be the funding source for that. In other words we increase the price each
33 time because we're taking these extra steps. We're saying "okay we're
34 going to spend some time talking with you, we're going to sit down with you
35 with one of counselors in one of our new little counseling rooms" or
36 whatever along those lines. Then I can see allaying some of Paul's
37 concerns by the fact that we're actually spending extra time with these
38 owners trying to make sure that this doesn't become a recurring, recurring
39 event. So that's where I would see that we could justify that. Otherwise I
40 think we probably need to stick with the \$50 for anything subsequent to the
41 first one.
42

43 Thacker: Okay.

45 Sanchez: And I agree with Councilor Eakman was saying. I think having taken that
46 opportunity to make sure they're vaccinated and chipped. That way we're

1 reaching, then we don't have to require them. I understand what they're
2 saying, for rabies they might have to come back or least if the chip is there
3 we'll at least have that type of traceability for future reference.
4
5 Smith: The first one can happen to anybody.
6
7 Sanchez: Correct.
8
9 Smith: After that, it's on you.
10
11 Dollahon: So just so I'm clear, Councilor Eakman's suggestion was on the first return
12 to owner would be free if they were previously licensed, previously
13 vaccinated, previously microchipped, and fixed.
14
15 Eakman: Correct.
16
17 Dollahon: If they're not fixed but they have all those others, you're talking about an
18 intact animal?
19
20 Eakman: I'm talking about then they pay.
21
22 Dollahon: Okay.
23
24 Thacker: What if they have all of the except for the vaccines? Or all of them except
25 for the microchip?
26
27 Smith: So each one of them is \$10.
28
29 Dollahon: I think it's all or nothing.
30
31 Eakman: I think it's all or nothing.
32
33 Ward: So what if they have everything and the animal is still intact but they have
34 an intact permit? Because they would, might with the County. They can
35 pick and choose. Because they're doing everything in compliance.
36
37 Eakman: Keep them at home.
38
39 Dollahon: My argument is that an intact animal is more likely to escape.
40
41 Ward: I agree.
42
43 Dollahon: More likely to be aggressive. More likely to bite someone. And I'm sorry,
44 an intact animal, we should be discouraging intact animals.
45

1 Ward: No, I agree. I'm just saying that they would still be in compliance with what
2 we're requesting.
3

4 Dollahon: If you're picking up a return to owner on an intact animal, you should be
5 paying a fee. I'm sorry, it's a deterrent. It should be a deterrent. We have
6 a pet overpopulation problem in this community, in this County. And some
7 of these people are using them as a business. That's a business expense.
8 And they will clearly write it off on their taxes. As a fee paid to the
9 government, they will write it off. So I'm sorry.
10

11 Sanchez: Is this something as we get into this and get whatever we start deciding
12 what we're going to do from the County's perspective, do we need to
13 possibly take a look and try to find consistencies to make sure we're the
14 same between the City and the County and such?
15

16 Ward: In regards to the fees?
17

18 Sanchez: Not these fees but I think in general I think you have the, you guys are going
19 to be, the City's going to be voting on the ordinance here this fall correct?
20 Or you're taking input? So based off of that.
21

22 Dollahon: We've taken public input.
23

24 Sanchez: Yes.
25

26 Dollahon: The Animal Care Task Force has provided further feedback based on the
27 public input. We're working on revisions. We hope to have those finalized
28 this month and then present to the City Council in September with an
29 adoption, with a proposed schedule and adoption by the end of the calendar
30 year. But County staff has been a long participant in this process from the
31 beginning on our ordinance update. So as to what the County does with
32 our changes, I think their staff had been mostly supportive. They're, it's not
33 without controversy. It never is.
34

35 Gandara: What? Controversy?
36

37 Dollahon: But it's been a positive for both directions.
38

39 Sanchez: And need to discuss it I guess.
40

41 Smith: Thank you Clint.
42

43 Thacker: Great discussion. Thank you. And then our microchip. I'm sorry, let's see.
44 We're at RTO, stray board holding, how much it cost per day. \$15 is just to
45 bring it into line and that's kind of the average of what was going on with all
46 the others that we did the assessment of.

1 Welfare hold, this is a hard one for me because we currently charge
2 if somebody is in an accident we hold the animal or if somebody, and then
3 we charge them. I don't like to do that. I would rather see it just given back.
4 However, if somebody's arrested for a DUI and have a dog in the car, yes
5 you're going to be paying some money.
6

7 Dollahon: I think it's an all or nothing. If you're charging one for a welfare hold I think
8 you have to charge everybody for a welfare hold. It doesn't matter that,
9 because it's an adjudicated criminal act if they're just charged with DWI.
10 I could see lowering the fee on a welfare hold, but I ...
11

12 Smith: In essence we would be condemning them without full court proceedings.
13

14 Dollahon: Exactly. I think it's.
15

16 Ward: They haven't had their due process.
17

18 Thacker: If we have the space we could say we'd hold it until the court was done with
19 it but we're not going to do that.
20

21 Dollahon: Yes, exactly. I think our objective is to get the animal returned.
22

23 Ward: Are you looking at the welfare hold equipped as a five day hold versus a
24 stray is a three-day hold?
25

26 Thacker: Welfare hold is whenever, like dead body, whenever a family member can
27 come or whenever the person gets out of jail.
28

29 Ward: And we get those kind of things all the time.
30

31 Thacker: Yes.
32

33 Richardson: We currently do a five day.
34

35 Dollahon: Up to five days and then it's.
36

37 Ward: It's a care and maintenance hold.
38

39 Dollahon: Yes and you're arguing animal abandonment.
40

41 Thacker: So again we had to look at what our, what we want our fees to push going
42 forwards. As you saw in the fee assessment, some cities are pushing more
43 for the licensing, some for the sterilization. We really need to push health
44 of our animals. So I kept the rabies vaccine a \$10 even though some cities
45 were charging up to \$30 for the vaccine. We really need these animals to

1 be vaccinated. At the very least for the state required rabies vaccine. So
2 we kept that at \$10.
3
4 Dollahon: Do we know our cost on that? I mean we are, you have to have a
5 veterinarian?
6
7 Navarro: The rabies, no I didn't get that cost. It's not very much at all.
8
9 Thacker: It's not over \$3.
10
11 Dollahon: Okay, so but ...
12
13 Thacker: But we can't do it unless there's a veterinarian in the building.
14
15 Dollahon: So that's why the vouchers are given.
16
17 Eakman: An aspirin in the hospital cost me \$8.
18
19 Dollahon: And what were you paying for?
20
21 Thacker: The time for the person to get it and the time, right? That included the time
22 of the individual, and getting from it and ...
23
24 Ward: And the dispensing.
25
26 Thacker: Administering it, yes. So I don't think \$10 is unreasonable.
27
28 Ward: All vet clinics have a dispensing fee.
29
30 Thacker: Okay, then the microchip. Yes.
31
32 Dollahon: And the needle disposal fee.
33
34 Eakman: I'm sorry I don't know the answer to this. Does GRT apply?
35
36 Thacker: Does what?
37
38 Dollahon: GRT is tax.
39
40 Smith: Do you all end up charging GRT when you ring people up?
41
42 Williams: What's a GRT?
43
44 Dollahon: Sales tax.
45
46 Thacker: No we don't charge sales tax. It's not broken out.

1
2 Ward: It's a service.
3
4 Smith: But we charge on services in New Mexico.
5
6 Dollahon: Yes you're not just buying a product in New Mexico. That's why GRT.
7
8 Ellins: I will pretend that this question was never asked.
9
10 Dollahon: On behalf of the City's general fund.
11
12 Ward: We don't have, we won't be charging any taxes on our County corporal
13 facilities. There's no tax involved.
14
15 Dollahon: I think we need to look at that because there is such a thing as a
16 governmental gross receipts tax.
17
18 Thacker: Okay. How do we go about looking into it?
19
20 Gandara: David looks into it.
21
22 Thacker: Finance Committee? Chair of the Finance Committee should look into that.
23 So rabies, or microchip was the other one. Our fees used to be, Frank it
24 was?
25
26 Bryce: \$20.
27
28 Thacker: \$20, that's right. And all of the other rescue organizations did it at \$10. And
29 so Frank asked me to reduce that. It was a smart thing to do so we reduced
30 it down to \$10 so it could be even throughout the entire place.
31
32 Bryce: Just so everybody knows, we charge \$6.35 is what it cost us. We're now
33 subsidizing it and making it \$5 and believe it or not we're getting enough
34 donations to cover the cost even when we give some free away. But the \$5
35 has really jumped the attention, they're getting a good deal. And I think they
36 are getting a good deal because it protects the community.
37
38 Gandara: That's good.
39
40 Thacker: \$5 doesn't quite cover our costs. It's like, what it is?
41
42 Navarro: The chip itself is \$5.25.
43
44 Thacker: But we could easily do it for \$5.
45

1 Sanchez: What's the numbers of the Services Center performing or microchips or
2 inserting microchips versus our nonprofit partners?
3

4 Thacker: Well I can tell you every animal that leaves the facility is microchipped. So
5 we have in (*inaudible*) over 10,000 last year. Of course some of those,
6 about 2,000 were euthanized. But they're microchipped before they go to
7 rescues, they're microchipped before they get returned to owner.
8

9 Navarro: I'd say 85% percent or so come in without chips.
10

11 Bryce: Rescue organizations (*inaudible*). Even with us we just restate that.
12

13 Thacker: Was that year to date?
14

15 Bryce: No.
16

17 Thacker: We're around that number every year.
18

19 Williams And we do offer microchipping for non-impounded animals as well. So, and
20 some people take it. Like if a community, somebody in the community finds
21 an animal, they come to the shelter, the owner comes in, we'll tell the owner
22 "let's microchip and it's only \$10 and that way if he gets out again we can
23 find you". And usually though it's only \$10 so they do it.
24

25 Bryce: And before we get off this subject, there have been a lot of complaints about
26 not registering or improper registration. We're doing Check the Chip now.
27 We did one Saturday at the mall. We did 15 chips that we implanted, 14
28 that we checked to increase that returnability or whatever.
29

30 Sanchez: So the \$10 does cover your cost or our costs?
31

32 Dollahon: It'll probably be pretty close. Installing a chip is relatively.
33

34 Sanchez: It's easy. Yes I just did the cost of the actual chip and the time.
35

36 Thacker: The time, yes. Because you have time to put the information in the system,
37 you have time to, like you could put Bernice's times to receive the box and
38 store them and there's a lot we can get into for there.
39

40 **SURRENDER FEE**
41

42 Thacker: Okay, so that was our general fees. This is the big one, this is the new fee
43 that we don't currently have. It's the surrender fee. So anybody at any time
44 could bring an animal to us and we take it without charge. This is an issue
45 because we're making it easier for people to bring in animals that they don't
46 want than it is to adopt or even to reclaim. Not only that, we're also going

1 to be making some changes on the times that we're doing it. Because we'll
2 accept an animal for free at any time from 8:00 until 6:00. Whereas
3 adoptions are 12:00 to 6:00. So there's some problems there that the
4 Center needs to work out as far as times and things.

5 So this is some information on surrender fees. The Board, we
6 presented this at last Board meeting really quick. Cedar Rapids, \$50 and
7 \$50, \$93, \$88, \$60, \$60. Albuquerque, again they say that there's no funds
8 coming from this that are ever going to make up. They quoted that they're
9 like at \$100-and-something dollars per day, per animal. So if they charge
10 that there's no way they're going to get the information, or the fee back
11 because nobody will do it or they will continue to get waived. Washington
12 County, that's what they did. They looked at their average time per stay
13 and how much it cost each day and that's why it's an odd amount \$93 and
14 \$88. So they know it will, we're getting this extra burden, you're giving us
15 enough money that we can pay for it for that time. Davis County standard
16 at \$45 each. So the average is \$62 for dog and \$66 for cat.

17 So what we did after the Board meeting, met with you guys, we kept
18 every animal that was surrendered to us. We had them fill out a form.
19 Would you still surrender this animal if you had to pay a fee? And every
20 person marked yes. Then we had a choice of it was \$25 to \$40 and then it
21 went up \$40 to \$60, \$60 to \$80. And every person marked the first one,
22 \$25 to \$40 as what they'd be willing to pay. Of course it's the lowest, right?
23 We had one person mark the \$40 to \$60 but we don't know if they were
24 mentally okay.

25
26 Ellins: I have a question. How can the average for cats be more than for dogs?
27 Because the fees for cats are either the same or lower in one case?
28

29 Thacker: Probably because of bad math.
30

31 Ellins: Thank you.
32

33 Smith: Clint. Thank you for doing that. Because that was precisely the kind of
34 questions that I wanted to ask. What is our sense of what the market will
35 bear basically? And so you said \$25 to \$40 was the range that most people
36 marked? I would say that probably given that this is a new fee that we start
37 at the low end of that wherever we're comfortable, but at the low end of that
38 and not rush to push it up but start at the low end just from the standpoint
39 of getting it started. Getting people accustomed to that idea. Hopefully we
40 don't have a lot of repeat people surrendering animals, but nonetheless get
41 the community used to the fact that yes it costs something to bring the
42 animal in. And we don't want animals being turned loose in the desert.
43

44 Ward: I think either way we're going to have animals being turned loose in the
45 desert. Because we charge a transport fee right now and some of these,
46 when the officers get that owner release request from Central Dispatch, they

1 call that owner first, and first they make sure everybody's going to be there.
2 They understand the fee that's involved. Some people don't want the fee
3 and so we give them the choice. If you don't want us to transport your
4 animal you can take it to the Shelter yourself. And they'll do that because
5 they can't afford the fee. So I think we're going to leave them with no other
6 resources but to turn them loose in the desert.
7
8 Thacker: Well we're not going to do a hard nose. "It's going to be this amount or
9 we're not going to take your animal." It's going to be "we'll set the fee and
10 then we'll see."
11
12 Richardson: And we do have potential for an alternative. We currently have a surrender
13 to foster program which helps us immensely when anybody's willing to do
14 it. But right now there's not a lot of incentive. When they bring us their
15 animal we offer, if you hold on to it we'll intake it into our system, we'll
16 vaccinate it, chip it, consider it our property, you'll become the foster parent.
17 It stays out of our building and we can start working on trying to get it to a
18 rescue. We try to talk them into taking it to our offsite adoption events. But
19 like I said there's no real incentive right now because they just say "well I'd
20 rather leave it here, it's less work." But if we have the fee we can say "you
21 know we'll waive this relinquish fee if you're willing to hold onto the dog."
22 Still relinquish it to us ownership, keep it at your home for a while, while we
23 try to find a new place for it.
24
25 Smith: And I think that's the sort of thing that we want to encourage to continue.
26 But perhaps what we do is set up a contingency fund so that if somebody
27 comes in and says "I can't afford to pay the \$25 or whatever" then you say
28 "well would you sign this document please? We do have some very kind
29 people in our community have put some money into a fund." So basically
30 they're, you know they're taking advantage of the contingency fund but
31 they're not doing it without some acknowledgement of the fact that they're
32 getting that benefit.
33
34 Thacker: Also in the near future we're going to stop taking people just walking into
35 the Center and surrendering animals. They're going to have to sit down and
36 talk with somebody before it occurs here as well. So then we can find out
37 some concerns of why they're doing it.
38
39 Sanchez: What does the City of El Paso charge for owner surrender? Do you know?
40
41 Thacker: Do not know.
42
43 Sanchez: Okay.
44
45 Bryce: What is, this is a dumb question.
46

1 Thacker: Oh Frank there's no such thing as a dumb question.
2
3 Bryce: What's the difference between the cost of euthanasia, the incentive is what
4 I'm trying to, and the surrender? How many, is there, I'm just asking for
5 clarification. Somebody walks in says "it's \$25 dollars for you to kill my dog"
6 or \$50 for you to take him in. How often does that happen is what I'm
7 concerned about. There's almost an incentive to put them down rather than
8 to try to get them. What are your safe cards? I guess that's the way I want
9 to put it.
10
11 Thacker: Well we would, we would look at. Well first of all our contract states it's our
12 call whether to euthanize the animal or not.
13
14 Bryce: Okay.
15
16 Thacker: So if it's a perfectly healthy animal, like we had a guy come in a couple
17 months ago and he says, "I need my dog euthanized." I'm like "why?"
18 "Because I don't want him to go to another family. He's only known us."
19 He's a perfectly healthy dog. He's only like four or five years old.
20
21 Bryce: We've had it happen when people pass away.
22
23 Thacker: We told him no.
24
25 Bryce: You clarify (*inaudible*). I suppose there's something that kind of gives us the
26 guideline between the incentive for doing one or the other.
27
28 Thacker: Yes and they're told that before they sign those papers. Then they're given
29 the option of owner surrender again.
30
31 Ellins: I'm curious how 20 minutes equals \$16.
32
33 Thacker: Because we took, it was \$8 and then we doubled it because of their
34 insurance that we pay. That the individual that we pay the individual, the
35 employee. So PARRA.
36
37 Ellins: So you're including benefits?
38
39 Thacker: Yes.
40
41 Ellins: Okay. Otherwise that guy is making \$48 an hour. Which isn't bad.
42
43 Thacker: It is for me. I think that's more than I make.
44
45 Sanchez: So El Paso charges \$55.
46

1 Thacker: For owner surrender?
2
3 Sanchez: For owner surrender. In the City or in the County.
4
5 Dollahon: So what is, what's your transport fee Mary Lou?
6
7 Ward: \$20.
8
9 Dollahon: See I think we're going to, I'm concerned about what we do in the County
10 versus what we do at the Shelter, because if we're not close to being the
11 same fee then they're going to burden one or the other. They're going to
12 burden the County.
13
14 Thacker: That's a very good point.
15
16 Dollahon: And if they're going "well I'm not willing to pay the County's \$20 fee," as I
17 understand Mary Lou, you don't bill them. You collect money.
18
19 Ward: No, they pay right then. They pay the officer.
20
21 Dollahon: Okay.
22
23 Thacker: It's the City who bills them.
24
25 Dollahon: It's the City who bills them. And I asked Gino to come but I don't know if
26 he's in town today or what. But I think the City charges the same fee,
27 doesn't it?
28
29 Ward: Yes, the City charges but they bill them if they do charge a fee.
30
31 Dollahon: And I don't know what our collections rate on that billing is.
32
33 Ward: It goes to their I guess Utilities bill or something like that. I'm not sure.
34
35 Dollahon: It would have to be, it's not through Utilities bill. It has to be a separate bill
36 to them, and I don't know. I think we have to charge them some fee.
37
38 Thacker: Yes.
39
40 Dollahon: I don't want us to create a conflict between the City, the County, and the
41 Shelter.
42
43 Thacker: So we need to stabilize it. Increase one or the other. And I'm perfectly okay
44 with \$20 surrender fee. We just need to figure out, we need to commit to it
45 and say that this is what it's going to be.
46

1 Dollahon: How many owner surrenders did we have last year at the Shelter?
2
3 Thacker: It was our second highest amount, wasn't it?
4
5 Dollahon: Are we talking 1,000?
6
7 Thacker: It's in our year end stats.
8
9 Ward: In 2018 our owner surrender fees were \$3,540.
10
11 Thacker: At \$20 each?
12
13 Ward: At \$20 each. And 2019 so far this year, this fiscal year it's been \$1,940.
14 But we did have one permit out of that in 2-10-7's which is dead animal's
15 disposal. So it's less \$60.
16
17 Richardson: And really their separate fees. Theoretically they could pay the transport
18 fee and we could also bill them the relinquish fee.
19
20 Thacker: Absolutely. And this would be something that had to be collected in the
21 field. And I talked to Gino a little bit about that too. There has to be the two
22 separate fees. Transport fee is covering their fee for their officers' time and
23 their trucks and gas and etcetera. Ours would be being able to take that
24 animal in, process it, and that's only taking half of it if we do the \$20. It's
25 not even doing half of it.
26
27 Dollahon: But they could save the \$20 transport fee by transporting the animal
28 themselves to the Shelter.
29
30 Thacker: Yes.
31
32 Richardson: They could potentially, if we wanted them to have them, they could save
33 both fees if they're willing to hang on to it for a while if we want to do the
34 surrender to foster. And they help us out. Keep them out of the Shelter a
35 little longer.
36
37 Thacker: By pushing them into the Center we'll also have a sit-down meeting with
38 them to figure out why. "I can't afford food." Okay, we'll set you up with
39 APA food bank. Maybe they will help you. "Fence blows down." All right
40 let's get that figured out, we'll fix it.
41
42 Ward: It's written in our resolution as an owner relinquish transport fee. So I don't
43 know if that would go against our resolution or not, we'd have to have a
44 change because of the verbiage.
45

1 Thacker: So the only difference would be is how we're going to do the litters as well,
2 litter of animals. Because we get a lot, a lot of litters. Puppies and kittens.
3 Are we going to do \$20 or whatever the fee may be per animal or is it going
4 to be the fee for the group rate? Yes.
5

6 Lusk: I had a thought about that. Is at the Shelter when a person is bringing in an
7 entire litter, what discussion are you having about the mother of the litter?
8 Are you having them bring it in and spay that animal? Because it's obviously
9 an unwanted litter so why have another one? So I want to make sure that
10 that's.
11

12 Richardson: It's encouraged.
13

14 Lusk: It's encouraged but it isn't. I mean I think we're coming to a point where the
15 Shelter has to get a little bit more involved in, and not enforcement but.
16 Okay so they leave them, the Animal Control needs to be made aware of
17 that so they can go to the home and advise them again. Intact permit or
18 spay/neuter. One or the other has to happen to that mother cat or mother
19 dog. There has to be that connection between Animal Control and the
20 Shelter to advise what's happening with those relinquishments. So that we
21 can step in in enforcement. But if we're not advised of it and the litter is just
22 left there and relinquished, whether there's a fee or not, the mother cat, the
23 mother dog is still out there intact and could potentially produce another
24 litter or two or five or ten.
25

26 Thacker: Potentially. It's not potentially, it will.
27

28 Lusk: Right. So there has to be that commitment of a connection between the
29 Shelter and Animal Control. I believe to close that gap.
30

31 Williams Well we do offer just like you said with just any dog, if they bring us litters
32 and they have mom and dad or dad, we offer. If they hold onto that litter
33 until we can get a rescue, adoption, or whatever, we will offer to fix mom
34 and dad. However, if they leave them, it's pretty much up to them. We
35 encourage them.
36

37 Thacker: Yes, what Vicki is saying is we need to let Animal Control know so they can
38 go out and enforce the law.
39

40 Williams You can run a report in Shelter of owner surrenders and why.
41

42 Lusk: But will that separate County and City or is it going to be all meshed
43 together?
44

45 Williams They all, how they intake is either City or County.
46

1 Richardson: It would be nice because a lot of people claim they're strays when they turn
2 in the litter. Because they're worried they're going to be charged.
3
4 Williams They found them.
5
6 Richardson: It'd be nice whether if they bring in a litter whether they say they're theirs or
7 not we could turn it over to you all.
8
9 Dollahon: I'm assuming we're scanning the animal and everything else. So, I mean,
10 that's.
11
12 Thacker: Does Animal Control have the time to do this?
13
14 Dollahon: I would sit there and say.
15
16 Lusk: We have to make the time. I mean this is an issue of overpopulation and
17 so everybody needs to make a commitment to following up on this and
18 ensuring compliance. We're not going to get anywhere if we don't. Short
19 of a mandatory spay and neuter law, you know, and we're not there yet. We
20 have to continue that compliance on the field side but we need to be aware
21 of it to make that compliance visit.
22
23 Ward: Especially now with our spay and neuter program that's going on.
24
25 Lusk: Yes. So we have a solution.
26
27 Ward: We have the resources for these people to do it for free.
28
29 Lusk: And a solution for them
30
31 Ward: There's no excuse.
32
33 Thacker: Is that entire County or just Doña Ana area?
34
35 Ward: Entire County now. It was Doña Ana as a pilot project.
36
37 Gandara: How much money did you put into that?
38
39 Lusk: \$60,000.
40
41 Ward: There's \$100,000 allocated.
42
43 Lusk: That would be available. But the initial contract is \$60,000.
44
45 Smith: Two cautionary tales that I want to share just because they impact my
46 thinking on this. One was when I was in college I was riding on a country

1 road. Actually it was a highway that hadn't quite opened yet, but somebody
2 had driven by and I can't remember if it was a pillowcase or a bag, but
3 somebody had thrown out a bag, a litter of kittens, they were dead, but they
4 were, you know, had sort of spilled out of this bag. And that is an enduring,
5 you know this is from almost 60 years ago at this point. No almost 50 years
6 ago at this point.
7
8 Gandara: Greg, don't admit that. No, I'm just kidding.
9
10 Smith: Anyway, I always remember that because that's how some people have
11 dealt with their litters. They, you know they bag them and thrown them into
12 a river or they've thrown them out somewhere and I don't ever want us to
13 be in the position of having encouraged by whatever we've done, that.
14 The other is that shortly a couple years later I was on Cape Cod and
15 walking from one place to another and saw a car drive up to a parking lot,
16 push a dog out and drive away. This is in a populated area; it wasn't out in
17 the desert. And that dog ran after that car and could not catch up. Yes,
18 those are painful, painful memories for me. Those things stick out in my
19 mind. So I'm not saying that what we're doing here is by any means wrong,
20 but I just want to be sure that we are conscious of what we're doing in a way
21 that we're increasing.
22
23 Thacker: The drive is in the right force.
24
25 Smith: Yes. That we're increasing the number of animals which are finding their
26 ways into homes and decreasing the number of animals that need to find
27 their ways into homes.
28
29 Thacker: And we are, yes go ahead David.
30
31 Dollahon: Can I ask on this litter surrender, going back to that. So are they, if they're
32 claiming it's a stray litter, are they bringing in the litter by itself without the
33 mother dog? Or, well if it's a "stray litter," I would be saying you should be
34 bringing in mama dog with them.
35
36 Richardson: Usually they say mama showed up, gave birth under our trailer and hasn't
37 come back.
38
39 Williams Or I found them in the desert.
40
41 Ward: And some people do. I mean honestly half the people who call us and say
42 the officers go out there and they're good Samaritans and they're hiking and
43 they found a litter of pups or a litter of kittens and mom's nowhere to be
44 found. And so they do call it in. So it is a legit thing.
45
46 Thacker: But if they say they're stray, we're not going to charge them.

1
2 Ward: Not always. We go to their home sometimes and there's bowls and leashes.
3 You know it's their dog, but.
4
5 Thacker: But to go back to what Greg was saying really quick, I've been an Animal
6 Control Officer in a lot of different areas and cities. And no matter the
7 population you always get kittens in dumpsters and dogs running loose that
8 are obviously owned. So no matter where we go it's going to happen. I still
9 want to give this a try. Do our fees or look at our fee assessment, come up
10 with some fees where we can say they're updated, and start charging a
11 surrender fee. Because that's going to give us the foothold to, like Paul
12 said, be able to do these different programs and give some incentive on
13 following.
14
15 Ward: I think if, speaking from our past experience on our ACES projects. We're
16 in our seventh year of doing our ACES and it's, and we talk about trash but
17 we also talk about Animal Control stuff. Because when it started, this
18 project started our intention was to go in and educate the community without
19 citations and enforce, you know just voluntary compliance and educate
20 them. And then it kind of grew where we realized that just that's not enough
21 of educating these guys. It's not enough. We have to provide a resource.
22 And yes granted we have rural communities, rural areas that we have to go
23 out to, but we have to provide resources way out into these rural areas.
24 That's where the cleanup days and everything else has started from there.
25 But I think we have seen such a dramatic change in what the
26 violations we see. In the communities and in our compliance rates. You
27 know our compliance rates are going way, way up. Our trash in the desert
28 is getting way, way down. We're looking for illegal dump sites versus we
29 could see them all the time. So by offering those resources we're giving the
30 community members ways to come into compliance. We have to give them
31 a way to do this. An easy, accessible way or they won't do it. Whatever
32 that may be. I'm just saying.
33
34 Dollahon: So Mary Lou does your money go into the County general fund? Your
35 revenue.
36
37 Lusk: The fees?
38
39 Dollahon: Yes the fees.
40
41 Lusk: The permit fees and stuff.
42
43 Dollahon: See the same thing applies to the Animal Control for the City. So here's a
44 thought, if you, and I don't have any answer for the litters sorry. I'm open
45 for ideas on further.
46

1 Gandara: Who does?
2
3 Dollahon: Well as to the discussion as to the fee but if there's an animal surrender
4 through the County or the City ACO we hit them with the fee but then we
5 don't hit them with a fee here at the Shelter, unfortunately. But if it's an
6 owner surrender at the Shelter we get them with the same \$20 fee.
7
8 Thacker: Why would we do that? Why would the Center not collect a fee?
9
10 Dollahon: Well because ACO's bringing in. And the County and the City are
11 contributing to the Shelter operations.
12
13 Thacker: Those are two different services.
14
15 Dollahon: I understand that. But I think if we're not careful we create a problem
16 elsewhere because we're saying "well you got to pay the County a \$20 fee
17 and then we're also going to send you a bill from the Animal Service Center
18 for another \$20 fee?"
19
20 Thacker: It's not going to increase.
21
22 Eakman: If I might, I'm trying to balance my hats right now. Shelter Board of Directors,
23 City Council, I'm trying to balance the hats. And in a shelter we're not there
24 to punish anyone. We're not there for retribution or anything. We're there
25 to shelter animals. That's what it is. Law and order and following the rules
26 that belongs to the City. That belongs to the County. But at the same time
27 we're asking the Executive Director of the Shelter to work within his budget
28 and so I'm just having difficulty with my hats here. Unless the City and the
29 County are ready every year to put in the amount of money it takes to run a
30 shelter and not be in the law and order business, that's one thing. I really
31 see that our ordinances and our resolutions have to be better enforced
32 within the City for one. That's our obligation as a City Council is to make
33 sure those things are in and they're workable and people follow them and
34 we're not pushing all the costs onto other taxpayers from the irresponsible
35 pet owners. But on our fees and things like that I think a reasonable fee for
36 something like this is necessary. If it needs to be reimbursed by the City or
37 the County because it's their citizens causing it, maybe that's another thing.
38
39 Dollahon: Well, and a fee is a fee for usage. A fee for service. That's, I mean you pay
40 to go to a class at the museum or usually not at the library but we do, it's a
41 fee for service. We are experiencing a service out in the field for Animal
42 Control but we also experience a fee for service at the Shelter. My concern
43 is we have to be careful about what we're doing at the County and the City
44 taking an animal surrender. The City and the County both contribute \$1.25
45 million to the Shelter's operations. Now does that mean that their budget
46 doesn't need to grow and so forth and there needs to be some mechanisms

1 that look at that? But I don't want us to be punitive to the point where we're
2 creating a problem where people will do. Then what we're facing is
3 abandonment. Right? People abandoning the animals out in the desert
4 and Animal Control is still going to get called. They're still going to pick up
5 the animal, and they're still going to take it to the Shelter and nobody's
6 getting any money in that regard.
7

8 Thacker: With all due respect we don't know that. That's been said over and over
9 and over. We are not 100% sure there's going to be a huge spike in stray
10 animals in the desert.
11

12 Dollahon: We don't know that. You're right. But we have to balance that.
13

14 Gandara: And you can't, the thing is that you are not responsible for people's choices.
15 Someone has made that choice, right? And if they made that choice and
16 it's unlawful be it at the desert or somewhere else, the piece where we have
17 the control is an owner surrender to the Center. And that happens all the
18 time. I see those numbers like every day. And so we have to be able to
19 say, and the reasons are varied right?
20

21 Thacker: Oh yes.
22

23 Gandara: Reasons are varied. So for me it's like you have to charge them something.
24 But what if they call, what if they and that happens too, where they're calling
25 you saying "we want to surrender" right as well. And those are varied as
26 well. How much of that is irresponsible pet ownership?
27

28 Thacker: Yes I think we're all in agreement that we need to charge a fee. It's just if
29 they can be double charged with County and that.
30

31 Sanchez: I think, I was going to say I could see where there could be issues in terms
32 of "okay they just got charged the \$20" like just in the County alone. The
33 \$20 and then now they're going to get another fee from the Service Center
34 and they're, you know it's like they're getting hit twice and they may not pay
35 that second. They may pay the first because we're not going to take it.
36

37 Thacker: Well not charging it will solve the problem of how are the Center going to
38 get the money?
39

40 Sanchez: True.
41

42 Thacker: Because if you bring the \$20 dog in, how are we going to get it? We would
43 have to bill them.
44

45 Sanchez: Correct.
46

1 Thacker: And that costs money on the other end of trying to collect it.
2
3 Dollahon: You're never going to get it. You're never going to get it paid.
4
5 Sanchez: So I think that there's the, I could foresee what David's saying here. I think
6 the other part of it, I think where Councilor Eakman is talking about I think
7 is where this even comes up in the whole discussion was around our costs
8 for the Service Center for providing this service by taking it in for free. And
9 how do we allay some of those costs while at the same time trying to
10 discourage that from, I don't want to say discourage it but trying to do it in a
11 way that we don't cause any other, where they don't surrender it they just
12 abandon it, abandonment. So I don't know. I could foresee. I still think it
13 comes through the Service Center. Still there's a fee. You know if we start
14 getting evidence that it's not getting paid, then it's something we can, you
15 know that would be up to the Board and can be brought up as this data.
16 "Hey we're not. We have X amount of, you know X number or X amount of
17 dollars that's delinquent because they're refusing to pay" and we can
18 reevaluate it at that point. But I think from my, the reason this came up in
19 the first place was around the surrender fee cost. How do we address some
20 of it?
21
22 Thacker: I think the more I think about it. Yes the more I think about it the more I do
23 not like the idea of charging if it comes from the field. Because that would
24 be extra phone calls coming into us saying "I got this bill." It would take the
25 charge of the money of housing that phone call, taking care of it, sending
26 the paperwork in, you know how many. Poor Bernice is already flooded.
27 She'd have to do that.
28
29 Dollahon: Delegate.
30
31 Thacker: So I think the more I'm thinking about it the more it's not worth the \$20 to
32 collect. Because I'm spending almost as that to try to collect it.
33
34 Dollahon: Because I would argue that the County and the City ACO fee is \$20. And
35 if you surrender it to them, here's the \$20. They have to pay it. They're
36 going to have to pay it somehow. But if you surrender it at the Shelter which
37 saves Animal Control from responding, there is a fee charged at the Shelter.
38 We're telling you as part of responsible pet ownership to give up that right
39 you have to pay the fee. I would argue they need to be the same. In the
40 field it's \$20 and then it comes in free to the Shelter or you surrender it at
41 the Shelter and it's \$20. They're still paying the same \$20 because the City
42 and the County Animal Control money goes into the general fund which in
43 turn, is what general fund money is what pays for the operations of the
44 Shelter in the City and the County's contract.
45
46 Thacker: Commissioner, do you have something?

1
2 Ward: I think that's important because if you have a different fee, like if the City
3 and County is \$20 and the Shelter charges \$100, they're never going to go
4 to the Shelter. They're going to call us.
5
6 Thacker: Yes that's what he was saying. Increase your calls.
7
8 Ward: And it's going to increase so much work for us that we won't be able to do
9 the animals.
10
11 Gandara: And \$20 is the appropriate amount.
12
13 Ellins: Is the City transport fee \$20?
14
15 Thacker: We believe so but we're not.
16
17 Dollahon: We believe so but I'm willing to take that back to Council.
18
19 Thacker: That would just be a Council meeting agenda item, wouldn't it David? Get
20 that switched.
21
22 Richardson: I was going to say the, I still think the surrender to foster is big for us. So
23 one of the things, the issues with in relinquishing out in the field, right now
24 that kind of seems like it's up to the officers whether or not to offer that.
25 Because we have pamphlets explaining that program. We're the ones
26 offering the option, like instead of surrendering it, hang on to it, the Shelter
27 will provide this, and this, and this.
28
29 Ward: And I think that's great that you say that Paul because I think it's a very
30 important piece to add to it. And yes, I think City and County both need to
31 get on board with that. More than what they are because that will help
32 reduce a lot of these. If we can do that.
33
34 Richardson: And we could make it more streamlined. It's like so here's who you call,
35 here's who contact to get it started.
36
37 Thacker: Yes. Okay.
38
39 Gandara: The transport fee. How was, who came up with that and is that the
40 appropriate fee? Is that what it cost you? \$20 to do?
41
42 Ward: Well that's.
43
44 Gandara: Your gas, your time.
45
46 Lusk: It was probably based on salaries at that time and that was when, in 2013?

1
2 Ward: Yes.
3
4 Lusk: So it's, it hasn't been reviewed since then either.
5
6 Thacker: Well that's something that we should.
7
8 Gandara: I feel we should redo it.
9
10 Thacker: For some reason I had the City in my head at \$45. But I know that's not
11 right.
12
13 Gandara: Isn't on our ...
14
15 Dollahon: That's what I'm trying to get to.
16
17 Ward: I can ask Gino.
18
19 Thacker: Okay. So that's where we're at. We make a decision today on the fees.
20
21 Dollahon: You can't, you're in a work session today.
22
23 Thacker: Well I mean not a work item.
24
25 Smith: You can look for our consensus as far as going forward.
26
27 Gandara: Look for our consensus. Isn't it up to you?
28
29 Dollahon: No he should be bringing back a resolution with a fee schedule with an
30 effective date.
31
32 Sanchez: I would say on the surrender fee I would, I agree that it should probably be
33 equal, so \$20.
34
35 Thacker: Okay.
36
37 Gandara: So I think it behooves us to look at is \$20 the appropriate fee because things
38 have changed so much. It was based on salaries and whatever else and
39 you as a Commissioner, me as a Councilor should look at that and
40 determine if that's the proper fee.
41
42 Dollahon: Transport fee for owner relinquishment inside the City is \$20 per animal.
43
44 Eakman: I'd go back to the survey Clint did, \$25 to \$40 seems to be affordable. So
45 even up to \$40 is not unheard of since they've already said "I'd pay that."
46

1 Lusk: How many were surveyed? Do you have a number?
2
3 Thacker: I believe it was 16 was my final number.
4
5 Lusk: So small number
6
7 Thacker: So It was really small.
8
9 Lusk: Really, really small.
10
11 Eakman: Well we really hope the surrenders are small too.
12
13 Ellins: When you did those comparisons to other counties, were they more affluent
14 than this County?
15
16 Thacker: Yes.
17
18 Smith: Everybody's more affluent than this County.
19
20 Ellins: My point is I don't think you should be forcing fees that level.
21
22 Thacker: In some places \$40 is very affordable whereas here it's not.
23
24 Ward: And I tell you some of the officers because I really hate that our officers
25 have to put fees in the bill. It's one of our things we're trying to work out not
26 to do it because.
27
28 Dollahon: Cash management.
29
30 Ward: Yes. It's really it's not a safe thing to do anyways. But they have envelopes
31 that they put the money in. Sometimes they're coming in with quarters and
32 things that people don't have the money and they're gathering their change
33 and everything for this \$20 transport fee because they don't have the
34 money, or no other means. And we're counting them out and (*inaudible*)
35 turn them in on that level. But it's like we see it.
36
37 Dollahon: I would argue that your first animal should be \$20 or your first, all adult
38 animals should be \$20. If you're doing litters it's \$5 per animal to a
39 maximum of \$40 in any given litter. The first one's \$20 and every littermate
40 after that is \$5 to a maximum of \$40.
41
42 Thacker: Litters is where we get the problem of dumping. Because I think they're the
43 highest. So I would dare say just \$20 and \$20.
44
45 Richardson: You can say it's this much unless you can show me within 30 days you have
46 the parent fixed. And then it's nothing.

1
2 Dollahon: Well because if, I understand what Mary Lou said, you do find good
3 Samaritans of people who found litters out in the desert.
4
5 Thacker: Well those are strays. So we don't even charge for those.
6
7 Dollahon: So somebody, a good Samaritan finds a litter out in the field, out in the
8 desert and brings them in you're treating them as a stray not as an owner
9 surrender?
10
11 Thacker: Correct.
12
13 Dollahon: But if you're bringing in, I'm sorry if you're surrendering a litter from your
14 own dogs or your surrendering the mama and the dogs, you should be
15 paying for the first dog and then up to the litter, up to a cap.
16
17 Thacker: \$20 for the adult dog and \$20 for the litter.
18
19 Dollahon: Yes. Because they could have spent the money earlier on affordable spay
20 and neuter and we wouldn't have this problem at all.
21
22 Thacker: Or we can say \$20, \$20 but if, like Paul said, you do our foster to surrender.
23 Hold onto the animal, we'll spay the mom and you don't have to pay
24 anything. So they would be the foster.
25
26 Dollahon: That's fine too.
27
28 Thacker: That's where we're trying to get to is to get some bite in this where some
29 gain that we can do these programs. Because right now it's just up to the
30 person to be nice because there's no fee. There's nothing.
31
32 Dollahon: I think we just need to create consistency between the three organizations;
33 the City, the County, and the Shelter, and the \$20 does it. Now how you
34 handle litters and extras, I don't know. But I'm willing to entertain any ideas.
35
36 Thacker: So Mary Lou do you guys treat an adult dog and a litter as one transport fee
37 or is it two?
38
39 Ward: It's per animal.
40
41 Thacker: Per animal.
42
43 Dollahon: That's what the City's is, is per animal.
44
45 Ward: Per animal.
46

1 Williams They have a mom and.
2
3 Thacker: But how can you do that when?
4
5 Ward: Per animal per pickup.
6
7 Lusk: And so what happens primarily in that situation because there's no, right
8 now there's no owner surrender fee at the Shelter. When they have a large
9 litter like that and the mom, they'll end up taking it. They'll say "no I can't
10 pay the \$100 or the \$150" or whatever it added up to, they'll drive them to
11 the Shelter. Because there's no fee for them to do that right now.
12
13 Thacker: But if the fee's set up to cover your costs.
14
15 Lusk: Right.
16
17 Thacker: There's no extra costs to do a litter it's just one.
18
19 Dollahon: Because you're going to put them all in one cage I think.
20
21 Lusk: But the way the ordinance is written says per animal, per pickup. It's very
22 specific so we have to charge.
23
24 Thacker: Commissioners get that changed.
25
26 Lusk: We have to charge right now per animal, per pickup.
27
28 Richardson: And that's just the fee?
29
30 Lusk: The owner surrender fee.
31
32 Richardson: Not the ordinance but the.
33
34 Ward: It's a resolution.
35
36 Smith: So the thought that occurs to me to the difference a day can make. A
37 pregnant female would be one transportation charge. A day later she's
38 delivered her litter and.
39
40 Lusk: Yes. Same scenario.
41
42 Ward: So we're still actively trying to spay and neuter right now.
43
44 Dollahon: You get a responsible.
45
46 Ellins: What is the County ordinance that you guys think ought to be fixed?

1
2 Ward: Yes there's a few things in that County ordinance that we need to work on.
3 Definitely.
4
5 Ellins: Well you need to bring that to us at some point.
6
7 Lusk: Our whole intention was to wait through all of this to see what the public
8 input was from the City so that we cannot relive the same things and it'll
9 make it easier for us to get it through the County. And then we see what
10 those are and we try to mirror as close as we can so that was our intent. So
11 we're not trying to do it simultaneously and end up with different things again
12 is do it after the City's.
13
14 Dollahon: Right what happened last time was the County went first and then the City
15 followed suit. Well, we're taking the reverse course this time to update the
16 City and then County is hopefully going to.
17
18 Lusk: Let you go first this time.
19
20 Dollahon: Tag you're it.
21
22 Lusk: Yes.
23
24 Dollahon: And we're close.
25
26 Navarro: I understand that you're wanting to see if you can align the fees with the
27 City, the County, and everything. But I do foresee that we would have a big
28 problem if somebody, you know you tell them "well it's transport fee per
29 animal" so they come to the Shelter. And if we were to try to charge the
30 same things, I think that.
31
32 Thacker: Yes we can't do per animal.
33
34 Dollahon: I think it's \$20 per adult animal and then if you're taking an adult with a litter
35 it's \$5 per litter member along with the adult, up to \$40. If it's just a litter,
36 then the first animal is \$20, after that it's \$5 each additional animal. That
37 gives you \$20 plus a max of another \$20 which is not unreasonable. The
38 first animal's \$20 if it's a mom with a litter then it's each additional animal
39 after that is \$5 an animal up to \$40.
40
41 Smith: So basically you've got a \$20 base and a \$40 max.
42
43 Dollahon: Exactly.
44
45 Thacker: What about small animals? I don't want my guinea pig anymore. Here's
46 my parakeet.

1
2 Dollahon: Animal surrender is an animal surrender.
3
4 Ward: Per animal. It doesn't specify what kind. We could take in a goat. Owner
5 release goat. It's an animal. We've actually had that.
6
7 Smith: Whatever we do, we're going to have to monitor what we find out as far as
8 what that impact is on the surrenders and on the other things. So that if
9 we're seeing that our unintended consequences are leading to things that
10 we don't want to see then we're going to have to adjust accordingly.
11
12 Sanchez: I think one of the concerns that I have with the small animals is that, and
13 maybe I misinterpreted this but during one of the Finance Committee
14 meetings we talked about how you at the end of the year had to go and run
15 and get, I can't remember what kind of feed because it was a different, you
16 know I don't even know if it was regular sized, big animal, small, but you
17 know when you start.
18
19 Thacker: I was getting yelled at for using a credit card. I told them we had to go buy
20 Timothy hay.
21
22 Sanchez: That's what, okay. But those are the concerns that I have is unless you have
23 a lot of specific type of feed for a lot of these smaller animals.
24
25 Thacker: That's very true.
26
27 Sanchez: I would say they actually even cost a little more because they might be a
28 little more specialized. I don't know.
29
30 Ward: And that's a very good point because that's what we're going to be looking
31 at the court hold facility because it's court hold. So a couple years ago we
32 housed 280 roosters. Talk about chicken scratch and the other things we
33 had to go pick up at the last minute and keep running to the feed store. And
34 water bowls and things.
35
36 Thacker: Wait until you get a horse.
37
38 Dollahon: By the way, I'm just going to go on record I did mention I raised my concerns.
39
40 MANY TALKING AT ONCE.
41
42 Thacker: All right we can look into that \$20 and \$5.
43
44 Gandara: Do you really have people that bring their adult dog with a litter.
45
46 Williams: Yes.

1
2 Thacker: Yes. Oh yes.
3
4 Williams Every day.
5
6 Thacker: Sometimes it's with mom and dad. But not usually.
7
8 Gandara: And they want to release both of them? Owner release?
9
10 Thacker: We had one just dad yesterday.
11
12 Gandara: And they want to owner release everything?
13
14 Richardson: The dog keeps having babies, I don't want it.
15
16 MANY TALKING AT ONCE.
17
18 Lusk: They're out in the backyard tied up anyway.
19
20 Williams: They're not attached to them.
21
22 Thacker: And what this is going to do is give us that power.
23
24 Williams: They're property.
25
26 Thacker: It's going to give us that power to say "it's going to be \$20 for the adult dog,
27 \$5 for each of those or you could bring it to your program, keep the dogs,
28 we'll sterilize, and we can get it out to rescue" so that it never comes into
29 our Shelter. Did you have something?
30
31 Sanchez: No.
32
33 Dollahon: I think it's worth the effort. It needs to be a deterrent, a discouragement
34 without being a punishment. And creating an unintended consequence.
35
36 Ward: We still need to provide resources.
37
38 Dollahon: Yes.
39
40 Thacker: And it also allows us if somebody balks and complains we can tell them how
41 much it is to bring the animal in. That it doesn't even cover our cost, this is
42 something that assists with the cost and so on. Because we could say it's
43 \$40 or \$46.
44

1 Lusk: And just a reminder, so the County's spay and neuter contract for this year
2 includes, if they don't already have it, a rabies shot and a microchip. So it
3 is an all in one. So the entire service is free if they're low income qualified.
4
5 Williams And they go through you guys?
6
7 Lusk: They go through SNAP.
8
9 Williams SNAP.
10
11 Ward: But we're going to give them a certificate to go through SNAP. Or they can
12 go through SNAP and if they.
13
14 Lusk: As long as they are County resident.
15
16 Ward: Then there you go.
17
18 Thacker: Well I think I have a good consensus of what is going on. I'll read over the
19 minutes and make sure they're accurate and then we'll present them to the
20 Board in September.
21
22 Dollahon: I would put an effective date maybe like October 1st, September 15th, or
23 something. You don't want to do it the day of the Board meeting.
24
25 Thacker: No.
26
27 Dollahon: You want to do it some date into the future. Not too long, but you need to
28 give a little bit of public notice. Well not too much of a public notice because
29 you don't want everybody running in the door with their free owner
30 surrenders.
31
32 Thacker: Exactly.
33
34 Dollahon: You could implement the owner surrenders immediately and then all the
35 other fees adjust at some date in the future, two weeks later or something
36 like that.
37
38 Thacker: Okay. Was there any other consensus on the fee schedule we presented,
39 my suggested fees other than the zero and \$30? And standardized first,
40 second, and third impound would be the \$50.
41
42 Smith: Yes. Thank you.
43
44 Thacker: Okay.
45
46 Eakman: Thank you.

1
2
3
4
5
6
7
8
9
10
11
12

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

Dollahon: No.

Ellins: Is it going to?

Dollahon: Yes, there has been a request.

Gandara: It's has been requested.

1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **September 12, 2019 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

7 Lynn Ellins - Chairman
8 Jack Eakman - Vice-Chair
9 Kasandra Gandara - Board Member
10 Gregory Z. Smith - Board Member (departed 9:55)
11 David Macias proxy for David Dollahon - Ex-Officio Member
12 Vicki Lusk - Ex-Officio Member

13
14 **BOARD MEMBERS ABSENT:**

15 Ramon S. Gonzalez - Board Member
16 Manuel Sanchez - Board Member

17
18 **I. Call to Order & Pledge of Allegiance (9:00 PM)**

19
20 Ellins: Good morning. It's 9:00. We will proceed. Board Member Smith would you
21 lead us in the Pledge of Allegiance please?

22
23 ALL STAND FOR PLEDGE OF ALLEGIANCE.

24
25 **II. Roll Call of ASCMV Board Members and Determination of Quorum**

26
27 Ellins: Madam Clerk. Would you call the roll please?

28
29 Baum: Board Member Lusk.

30
31 Lusk: Present.

32
33 Baum: Board Member Dollahon is absent but we have Board Member David
34 Macias today. Thank you.

35
36 Macias: Present. Thank you.

37
38 Baum: Board Member Gonzales is absent. Board Member Smith.

39
40 Smith: Present.

41
42 Baum: Board Member Sanchez is absent. Board Member Gandara is here. Board
43 Member Eakman.

44
45 Eakman: Present.

1 Baum: Chairman Ellins.

2

3 Ellins: Here.

4

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

6

7 Ellins: Clint are there any changes to the agenda?

8

9 Smith: Mr. Chair. I'd like to ask that we move the facilities report up. I'm going to
10 have to leave a little before 10:00 this morning. So if we could do that, make
11 sure it's taken care of I'd appreciate it.

12

13 Ellins: Yes we'll do that prior to the other Committee reports.

14

15 **IV. Minutes**

16

17 **A. Approval of the Minutes from the regular ASCMV Board Meeting held July**
18 **11, 2019**

19

20 Ellins: May I have a motion to approve the minutes?

21

22 Gandara: So moved.

23

24 Smith: Second.

25

26 Eakman: Second.

27

28 Ellins: Do any Board Members have any changes to the minutes? Hearing none.
29 Please call the roll.

30

31 Baum: Board Member Gandara.

32

33 Gandara: Yes.

34

35 Baum: Board Member Smith.

36

37 Smith: Yes.

38

39 Baum: Board Member Eakman.

40

41 Eakman: Yes.

42

43 Baum: Chairman Ellins.

44

45 Ellins: Yes.

46

1 **V. Reports/Presentations**

2
3 **A. City and County ACO Reports - City and County Animal Control**

4
5 Ellins: We will now move into reports and presentations. County please.

6
7 Ward: Good morning Chair, Board Members. Mary Lou Ward, Doña Ana County
8 Animal Control Supervisor. Let me pull up our report. All right if you all can
9 hear me all right. Well we'll go ahead and start with our August statistics for
10 our department. So in August I'll start with the number of animals
11 impounded. I'm not sure why that pictures flashing like that but just try to
12 ignore it. So we'll start with the number of animals. Like I said we have
13 them usually sectioned off in this way. So owner release we had 10 dogs
14 that were owner released. We had zero owner release cats. We picked up
15 182 stray dogs and 147 stray cats. Four of those dogs, four of the animals
16 were care and welfare; so care and maintenance type issues and cases.
17 Seventeen injured animals and eight rabies quarantined. So that was about
18 368 that went to the shelter. If you look on the other side we had 13 snakes
19 and 19 dead animals.

20 So the return to owner for August we had 85. So that gives us a year
21 to date of 602 animals that were returned to their owners instead of going
22 into the shelter. Microchips were scanned were 405, and animals that were
23 not microchip.

24
25 Ellins: Question. Who installed those microchips?

26
27 Ward: Who installed the 405 microchips that were scanned?

28
29 Ellins: Yes. Oh scanned. I'm sorry I misspoke.

30
31 Ward: Okay. So microchips found were 63. Identifications, so IDs that were traced
32 back to the owners were 23 and we had 12 animals with visible IDs.
33 Animals that weren't scanned were snakes and vicious animals and then
34 some dead animals. So if we go to the types of calls for August we had.

35
36 Eakman: Excuse me just a moment. Don't mean to be slow on the uptake, could you
37 go back a slide please?

38
39 Ward: Okay.

40
41 Eakman: So you scanned for 405 microchips and found 63?

42
43 Ward: Correct.

44
45 Eakman: Thank you.

46

1 Ward: And if you look into this microchip scanned it might even be an animal that's
2 not in our custody or stray. It could be some individual that's called us you
3 know from wherever to come over and scan an animal. So sometimes if we
4 picked up so many animals and we scan so many those numbers aren't
5 going to match. Just in case you're concerned about that.
6 So the types of calls for service in August we responded to 939 calls
7 for service. We also attended 10 court cases that went to Magistrate Court.
8 Within those 10 cases there were 20 charges. So we might have one case
9 where we charged an individual twice for one thing or another. And I kind
10 of added this which I didn't have in the previous time because I think it's
11 important to see the number of hours that go into the court cases as well.
12 We had 76 hours for those 20 charges, 10 court cases and also on top of
13 that we had 12 hours of overtime. So maybe the officer was off that day but
14 still had to go to court so they had to come in and go to court. So that gave
15 us 12 hours of overtime.
16 We also responded to 59 injured animal calls, three animal cruelty
17 calls, 53 vicious animal calls, and 28 bite cases. In the field, we got.
18
19 Ellins: What would be the nature of the cruelty calls?
20
21 Ward: Excuse me?
22
23 Ellins: What would be the nature of the cruelty calls?
24
25 Ward: It could be anything from maybe abandonment, an animal left in a car, a
26 collar that's imbedded into the skin, or somebody actually intentionally trying
27 to hurt an animal.
28
29 Ellins: Okay. But you don't have at hand the precise information?
30
31 Ward: I didn't add that. I could if you would like me to for future reports.
32
33 Ellins: If you could, I would appreciate that.
34
35 Ward: Okay. So if we go back to the other side on field education and trying to get
36 compliance. There was 72 licensing microchips, 53 permits, 85 rabies
37 vaccinations, and 60 care and maintenance ordinance violations. And as
38 you all know that we're progressively going through with our spay and
39 neuter program, that's continuing. It started in the Doña Ana area and the
40 rural unincorporated areas and it is continuing from there on. We have the
41 new contract in place and so that is going on right now.
42
43 Ellins: Who is installing the microchips?
44
45 Ward: Those are going to be installed by either local veterinarians or some animal
46 communities, animal organizations that provide microchips. But through

1 our contract that we have those vaccinations will be installed by the
2 veterinarians.
3
4 Ellins: Good.
5
6 Ward: So going even further I always like to continue with our educational outreach
7 because I think it's very important to do so. In 2018/2019 our ACES project
8 overall we saw 24.6% in compliance in different communities. We put in a
9 total of 532 hours into the project by the officers. And our clean up days,
10 because those always come out after those ACES projects. We call them
11 Clean Up with Carlos days where there was a total of 39.44 tons of trash
12 that was picked up by the communities. And I think that's a success itself
13 because if you go in and educate the communities on ways to come into
14 compliance a lot of times that trash ends up in the desert instead of in the
15 dumpster where it should be.
16
17 Ellins: How do you deliver the trash or is it picked up by the South Central Solid
18 Waste Authority?
19
20 Ward: The roll-off is delivered into that community into a public area and the
21 community's allowed to use that roll-off for free. And then the South Central
22 Solid Waste picks it up. We have our grant or our legal dumping partnership
23 who funds those roll-offs.
24
25 Ellins: All right. Thank you.
26
27 Ward: And so in this coming fiscal year which we've started already, 2019/2020
28 we will be going to a projected of six more rural areas that will end up in
29 June 2020. And then of course I have a little icon there of our new comic
30 book release in case some of you are not familiar with that yet. We got that
31 out to the community members as well with Carlos and his friends to
32 educate on illegal dumping/recycling. I know that it doesn't really pertain on
33 animal welfare but it all ties in. And for that I'll stand for any questions.
34
35 Smith: Thank you Mr. Chair and thank you Officer Ward. I think the ongoing
36 education piece is important. The fact that you're interconnecting some of
37 these different things, you're right, the solid waste is not necessarily the
38 same thing as what we're dealing with but I think that heightened
39 consciousness and that outreach is important. So thank you for continuing
40 with that. And thank you for continuing to refine your slide presentation. I
41 think that as you go along you're obviously listening, paying attention to
42 what we're asking about and the things that you see on the ground as you
43 go out. So thank you for that. That proactive approach to how you're
44 presenting to us. I appreciate it.
45
46 Ward: Thank you.

1
2 Smith: Thank you Mr. Chair. Thank you Officer Ward.
3
4 Ward: Any other questions?
5
6 Ellins: Board Member Kassandra.
7
8 Gandara: Yes. Thank you Mary Lou for your presentation. It was excellent. I always
9 learn more and more as you improve the information that you're giving us.
10 I have one question and it's about the new contract. Can you speak to how
11 much is the contract and the deliverables that you are trying to reach at this
12 point?
13
14 Ward: So the new contract was set for \$100,000 but is awarded for \$60,000 to the
15 SNAP organization. What that does is we're going to concentrate on the
16 entire County but it's going to be the rural unincorporated areas of the
17 County. So those individuals that would meet the requirements. So it's
18 going to be on the income base. The ones that meet the requirements will
19 be able to get a free spay and neuter, rabies vaccination, and a microchip
20 for their animals. That'll be something that we will be doing door to door
21 through the ACES project but we're not going to concentrate like we did with
22 the pilot project just in the Doña Ana area. It'll now go out County-wide.
23 Today the officers are right now as we speak out on Butterfield doing a
24 follow-up on the ACES project. So those statistics will come next month
25 after we gather those final stats on this project. But they are also delivering
26 those certificates that they need to for the spay and neuter program to those
27 individuals that need that as well. As well as when they're out in the field
28 and they're responding to every day calls they each have a booklet of those
29 certificates with them. And they see the animal's not vaccinated or fixed,
30 they're not in compliance, they can offer that resource right there and then.
31
32 Gandara: Okay very good. I appreciate that. I'm really looking forward to hearing that
33 sort of in the coming months what the response and how many you will get
34 in terms of spay and neuter and microchipping. I think that's really
35 important. So I hope to have, I hope we have that data so that we can,
36 honestly the reason I'm asking these questions is that I've already proposed
37 the question to the City Council as it relates to microchipping. We had a
38 presentation on Monday on the scanners for our fire fighters. We're having
39 them at each of the fire departments in the City. And although I think that's
40 one strategy I think the biggest issue is that we don't have our pets
41 microchipped and spayed and neutered. And what is it going to take to
42 have more responsible pet ownership, right?
43
44 Ward: Thank you. I'm glad you guys are looking at going in to do that because I
45 think that's going to be important key to this whole collaboration as a
46 success is everybody doing the same thing and trying to fight this in the

1 same manner. And hopefully we can see statistics that will prove us
2 successful in this.
3
4 Gandara: Right. Thank you Mary Lou. Thank you so much.
5
6 Ward: Thank you.
7
8 Lusk: Chair Ellins.
9
10 Ellins: Ex-Officio Member Lusk.
11
12 Lusk: Councilwoman Gandara. Also on the contract with SNAP, SNAP is going
13 to be going out on the ACES projects with us and so they will be there to
14 qualify individuals in the area and schedule those spay and neuters right
15 there in their community. So I think that's an important piece too because
16 we did find with the pilot and we're trying to bridge that gap is we found that
17 we believe why it was largely unsuccessful is because while we were
18 offering the service we didn't take a mobile spay and neuter van to them.
19 We found in our ACES when we take the roll-off out they put their trash in
20 it. So you take it to the community and you take away that barrier. So we're
21 looking at ways to bridge that barrier. To take that spay and neuter, not just
22 the voucher to them but the service as well.
23
24 Ellins: I want to take this moment to let everybody know that this is Vicki's last
25 meeting because she's going to retire at the end of the month.
26
27 Gandara: Vicki congratulations but we'll miss you.
28
29 Ellins: Is there any further questions from the Board? Thank you.
30
31 Ward: Thank you.
32
33 Ellins: City is up next. Somebody is here.
34
35 Espinoza: Good morning Chairman. Ladies and gentlemen of the Board. My name is
36 Amador Espinoza and I am one of the accountants for City of Las Cruces.
37
38 Eakman: Amador.
39
40 Espinoza: Yes sir.
41
42 Eakman: I think we were asking for the City Animal Control.
43
44 Espinoza: I'm sorry. I do apologize. I will take a step back.
45
46 Eakman: Thank you so much. We'll look forward to your presentation.

1
2 Ellins: I thought you were substituting. Is there anybody from City Animal Control
3 here?
4
5 Gandara: Chair Ellins.
6
7 Ellins: Board Member Gandara.
8
9 Gandara: Yes I'm not sure what happened with Gino but I'd like to promote that in the
10 event this happens again that we have somebody here that will share the
11 statistics. I think that's really important and more and more the data that
12 the County is presenting versus what the City is presenting are very
13 different. So it makes it difficult from my perspective understand if we don't
14 measure the same metrics. Although I realize that the City and County are
15 different in terms of the unincorporated areas and such. I think we really,, I
16 would really encourage that we come together and try to measure the same
17 kinds of things because we're getting slightly different presentations. David
18 if you can bring that back.
19
20 Ellins: Well the City needs to ensure that a representative appears.
21
22 Thacker: Mr. Chair. Clint Thacker, Executive Director. Just to clarify. Gino did e-
23 mail me his report. It's right here. However, when I asked him if they were
24 going to have somebody, because he said he would not be able to be here.
25 I e-mailed him "is anybody going to be there to present?" there was no
26 response. So I don't know if that came after he came out. But they do have
27 the numbers if you'd like me to go through the slide I can do that so you can
28 see the numbers but I don't feel comfortable commenting on any of those.
29
30 Ellins: Go ahead.
31
32 Thacker: I'll look to Councilor Eakman to give me the nod to go to the next slide.
33
34 Ellins: What is gone on arrival mean?
35
36 Thacker: Gone on arrival is, again when I was an Animal Control Officer, gone on
37 arrival is when you arrive on a call where the dog's loose then and he's gone
38 then the dog is no longer in the area and it's a GOA or gone on arrival.
39
40 Ellins: Okay.
41
42 Thacker: That could also be for injured animal or any type of animal if you arrive on
43 a call and it's gone it's GOA.
44
45 Ellins: Not a lot of returns this year.
46

1 Thacker: No that was a low point there.

2
3 Ellins: Board Member Gandara were you satisfied with that presentation?

4
5 Gandara: I appreciate seeing the numbers. Thank you.

6
7 Ellins: Okay.

8
9 **Facilities Committee Report – Greg Smith Committee Chair**

10
11 Ellins: All right we will move on now to report by the Facilities Committee. Board
12 Member Smith.

13
14 Smith: Thank you Mr. Chairman. We did meet last week and talked about a
15 number of things that we have going on. Also we did have the ribbon cutting
16 for the new addition two and a half weeks ago. So it seems like it was
17 yesterday but anyway it was a great event. Certainly great to be celebrated.
18 And I also want to point out that the work is going on, on the design and Mr.
19 Thacker has a very preliminary, very early nonconcrete but a direction that
20 we believe we're going with the design and location for the future GO Bond
21 funded Animal Services Center. But when we spoke last week the mold
22 remediation that's going to be happening here shortly is going to take about
23 10 days and 500 dogs will need to be housed over that time in the new
24 infirmary. So each kennel, there are three kennels that will be worked on.
25 Each kennel will require about three days.

26 The infirmary itself is getting fencing across the tops of the kennels
27 to make them more escape proof. Anytime you've gone out there you've
28 seen the animals in the existing kennels jumping up or climbing up on things
29 and you see why that is required. Bids have been received for the roof and
30 the HVAC system. There is not enough in our budget for both so the HVAC,
31 given the mold issues and the concerns about disease and those kinds of
32 things has been given the first priority. Councilor Gandara asked if there
33 was any kind of guarantee on the existing membrane roof so Mr. Thacker
34 was checking on that and hopefully will have something to share with us.

35 The August 24th was the actual grand opening for the current
36 expansion. And if Mr. Thacker can share with us what he learned about
37 any guarantee on the existing roof and the very preliminary plan of what's
38 being talked about for the new facility. That will help us round out that
39 report.

40
41 Thacker: Okay. Thank you very much.

42
43 Ellins: Clint I think I took this out of order. You should have given your report prior
44 to the report of the Facilities Committee. But.

45
46 Thacker: I'm okay skipping the report. It's fine.

1
2 Ellins: You can respond to Board Member Smith and give your report at the same
3 time.
4
5 Thacker: Okay. Great.
6
7 Ellins: Like walking and chewing gum.
8
9 Smith: Thank you Mr. Chair.
10
11 Thacker: While the PowerPoint is coming up, just a quick. An e-mail was sent out
12 that day to the project coordinator for the City on whether there is a warranty
13 on the roof and also budget restraints. We said that both were going to be
14 able to get done, why are we only have one going? So that was sent out to
15 like I said the project manager. He did get back to me yesterday and said
16 that he is looking into it. He'll get the information back just as soon as he
17 can. So that's where we are on the roof.
18 The early information on the new shelter going in. We have a space
19 that we want to build it in. It's on the corner of Rinconada and Bataan
20 Memorial just adjacent to the existing Center. Again it is so early we don't
21 know if we have an idea of where we would like it to face. We'd like it to
22 face Bataan but enter on the Rinconada side. Again, that could change
23 based on the elevations and everything that's going to happen there. We
24 just got done giving information as far as what we want in the area. We
25 found out there was some significant budget issues that we had to cut back
26 and you know we wanted to, what we wanted was different than what we
27 could afford. And I think that's always the case on every building that you
28 build. So we had to make some differences there. But they have told me
29 that next week is going to be the first conceptual drawing that comes out so
30 we can get that information, get it out and it'll be out on Facebook and it'll
31 show. But hopefully we're looking like it's going to work out for, be the best
32 for everything.
33
34 Ellins: What did you not get that you wanted?
35
36 Thacker: We wanted a building that was going to house everybody and everything. I
37 mean we, there was room. You know we wanted everything for Officers to
38 have own areas, we wanted animals to have one kennel on their own type
39 of a deal and with the restraints of the money it just was not going to happen.
40
41 Ellins: But it's under way.
42
43 Thacker: It is yes. And we're happy with the plans that are coming forward. And
44 when I say plans I don't mean building plans because those haven't been
45 drawn up yet. I just mean the data gathering has occurred. We're happy

1 with how it's going along. And they start telling me the end of 2021, well
2 third quarter of 2021 is the construction is supposed to be completed.
3

4 Ellins: Board Member Gandara.
5

6 Gandara: Thank you Chair Ellins. Thank you Mr. Thacker for the information. I do
7 want to say that as we met with the Facility Committee we are all really
8 concerned about putting a significant amount of investment on the HVAC
9 system and not taking care of that one portion of the mold, well that one
10 portion. It doesn't have mold is what I understand but because we've had
11 significant concerns with mold in the other parts of the building it's not to
12 say that once you put all the investment, it's up to like over \$700,000 correct
13 Clint?
14

15 Thacker: I think the HVAC right now is around \$280,000. If I remember where the
16 quotes was to redo that. But it's a little bit higher because we've had design
17 and we've had the air studies and those things being completed too.
18

19 Gandara: Right.
20

21 Thacker: I think Mr. Macias would have more information on that.
22

23 Gandara: Maestas, yes.
24

25 Maestas: Mr. Chair, Members of the Board. Clint you are correct. We're looking at a
26 little over \$300,000 including the design items that you mentioned.
27

28 Gandara: Okay. So I do, Mr. Maestas if you can pass that back to David Dollahon
29 about our concerns of that portion of it not being taken care of. I think it
30 doesn't make sense in my mind but I'm not an engineer and I don't do any
31 of that work. But to not take care of that portion with all the problems that
32 we've had with mold and HVAC and it's just very conducive. It's an
33 environment that you know you're consistently and constantly cleaning with
34 water and we want to make sure that everything that we put forth is going
35 to be safe for our animals but safe for our employees, number one. And
36 that has continued to be my issue after the feedback I'd received from Clint.
37 Thank you.
38

39 Thacker: A quick update on the mold remediation. Remember we had three kennels
40 that were tested positive for mold. It was not the black mold that's harmful
41 to individuals but there was a significant amount of mold. So the City, Mike
42 Kinney was able to get a hold of a remediation company. They started
43 doing that on Monday and what they do is, is we empty out a kennel and
44 we moved each kennel. We moved it down into our new infirmary area and
45 then they come in and they seal the entire room, they do the mold
46 remediation, out of the vents, everywhere, they clean it up. And so today's

1 the last day of that and we're going to get, then they test the air again. And
2 once they have a negative test finding or in the parameters that's allowable,
3 then we can move the animals back in and then we empty out the next
4 kennel that needs to go down to the infirmary and we start the process all
5 over again, hopefully next Monday. So that will be like Councilor Smith
6 says, going to be done three times for three different kennels. That is
7 underway. And it's actually going pretty smoothly. We had some hiccups
8 in the new infirmary area that we found out but we were able to resolve
9 those or in the process of resolving them right now.

10
11 Ellins: Thank you. You want to move on to your report?

12
13 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives**

14
15 Thacker: I will. At the request of the Board we did streamline the Director's report.
16 So there's only I believe six slides. The information in them is the most
17 poignant information that I believe that you need to see. I did send it out to
18 the Executive Committee and there were nods of approval. So as I go
19 through this if you have any information please let me know. You're packets
20 that you do have, do have more information than just these slides. So if you
21 need to refer to those it's fine.

22 So the current Animal Shelter count in 2019 at the Center is 724.
23 That's compared to the 614 in 2018. For the intake we had 499 dogs in
24 2018 and this year compared to the 614. 2018 had 400 cats and 2019 had
25 425 cats. You see the difference.

26
27 Ellins: What's driving this difference?

28
29 Thacker: That's a very good question. The intake from Animal Control is up and also
30 the intake from the public is up. So we're not sure if it's just our positive
31 influence that have been in saying "hey look what we're doing, look at the
32 changes we're doing, we have a new building." Doing the positive ads
33 people are saying "hey, let's take the animal to the shelter, we have a shelter
34 let's take it there." That's one of them. Another one is, is maybe it's just a
35 high year. Because that does happen as well that the Center just gets,
36 everywhere that I've been you have a year that just cycles up.

37
38 Ellins: What's our release rate at this point?

39
40 Thacker: I'm going to get to that.

41
42 Ellins: Okay.

43
44 Thacker: Can't jump ahead on me. So our outcomes for 2018 versus 2019, even
45 though we're getting more animals in the Center our adoptions are up from
46 258 versus the 197. We've had the same amount of reclaims. Rescued is

1 214 in 2019 versus the 190. Community Cats we've done 93 and
2 euthanasia is 318 in 2018 compared to the 223 in 2019 and that's, like I said
3 with the more animals we have in 2019. So our live release rate is 75.1%
4 in 2019 versus the 61.4% for that.

5 Now this is the slide that was asked by Board Member Eakman to
6 look at what it's going to take to get to 90%. And so I worked with our new
7 manager analysis and we were able to, or he I should say this is what he
8 did, were able to look at and see okay, if we take our current outcomes
9 which is also our intake and if we were to lessen that then this is what we
10 would need to get to or get down to, to get to the 90%. So we have to have
11 9,062 animals leave the facility but that's with the 1,987 adopted out, the
12 3,380, and then on the 90 percentile to get to that. You can see where we
13 would need to be. Interesting enough a lot of them at our current live
14 release rate we see the 77.5 column to the 90% column they are very similar
15 in the numbers. Oddly very doable. The big one is that the outcome is the
16 one that we have to reduce. That we have to reduce the number, in order
17 to reduce the outcome we have to reduce the number of the animals leaving
18 or coming into the facility as well. So it's roughly, like it shows there to get
19 to 90% we need a 13% increase in adoptions and transfer to rescues and
20 return to owner. So Councilor Eakman I don't know if you want to comment
21 on this at all.

22
23 Ellins: Board Member Eakman.

24
25 Eakman: Thank you Mr. Chair. In my mind this is the beginning of a conversation
26 rather than a summary. What are our goals and how do we wish to get
27 there and how do we communicate with the community? So I don't have
28 too much to add. I am taken aback by the challenge that this brings to mind.
29 And so I think a narrative needs to be developed but conversation has to
30 take place first on how this could become a goal for the community. Not the
31 Shelter, not any one specific group, but for the community. That is if people
32 would buy into the fact that we want a 10% live release rate. If we want to
33 have the designation of a no kill Shelter, this is what it would take. So how
34 we can organize those conversations and get things going I think lies ahead.
35 Thank you.

36
37 Thacker: Okay. Thank you. To continue on our surgeries in August, we had 54 of
38 the return to owner surgeries and what that is, is when an animal is
39 reclaimed by their owner at the Center and it's not sterilized, by state law
40 either an animal has to have a deposit paid for sterilization or it has to be or
41 is sterilized leaving New Mexico Shelter. So they have to purchase this \$25
42 sterilization deposit. What we do with that is we say "okay if you'd like to
43 we can schedule your animal with this deposit put towards it. Schedule it
44 for sterilization." So we had 54 of those surgeries so animals that were
45 impounded and then released back and the owner wanted it sterilized.

1 Adoptions, we had 131 sterilized that were adoptable. And in the Shelter
2 we had 139 animals that were in the Shelter that were sterilized.
3 Total visitors in August of 2019 was 2,973 and that's a little bit below
4 what it was in August 2018 of 3,095. So people are knowing that we are
5 open again. That there's not that limitation and that continues to go up for
6 us. And that's all I have.
7
8 Ellins: What part of that month includes prior to the Shelter opening while there
9 was still construction going on?
10
11 Thacker: What, I'm sorry say that again?
12
13 Ellins: Those numbers represent the time after the Shelter was officially opened
14 but before it was officially opened so that might account for some of the
15 lesser numbers.
16
17 Thacker: Yes it could. We saw a significant decrease in the months that the Shelter
18 was under construction or the Center was remodeling. Significant
19 decrease. But now that that is completed, we are seeing more people
20 coming in.
21
22 Eakman: Mr. Chair.
23
24 Ellins: Board Member Eakman.
25
26 Eakman: I would like to request, Clint, that Bernice send out that slide that we saw on
27 what it takes to get down to. Would send that to the Board and it'll be a part
28 of the minutes I'm sure. Or I'd like to make sure it's a part of the minutes.
29 Thank you.
30
31 Thacker: Okay. I will have her send that out, you bet.
32
33 Lusk: Chair Ellins.
34
35 Ellins: Ex-Officio Member Lusk.
36
37 Lusk: Clint can you tell us what the Shelter is doing currently on transporting
38 animals out? Do you have agreements with other locations and are you
39 actively or actively seeking to transport animals to other locations?
40
41 Thacker: Yes, great question. We have quite a few rescue partners, is what we call
42 them to send animals out. However, we have those connections. However,
43 they're telling us that they're full and they are at this time not accepting
44 animals. We have little ones here and there like within the state that we can
45 go to but we are quickly running out of options.

1 And what this, thank you for bringing this up to talk about something
2 else I wanted to talk to you today is the quality of care to the Board of
3 Directors. The quality of care at the Center is suffering. I think we've gotten
4 to the point with our high numbers, I know we've gotten to the point with our
5 high numbers of capacity that the animals aren't getting the quality they're
6 supposed to be having. So speaking with our medical director on how to
7 get down, how to reduce that number we're going to start having a little bit
8 more of euthanasia numbers that are going to be happening. Now this is
9 not going to be all at one time. We're not going to go in and euthanize 125
10 animals or dogs all at once. But what we are going to do is be a little more
11 strict and say "this animal that's not responding to treatment are we going
12 to hold onto that animal and then have to euthanize another animal that's
13 healthy or are we going to shift our thinking a little bit and euthanize those
14 animals that are sick and not getting better." It's been a very hard decision
15 to talk to and a hard topic but it needs to be addressed.

16 Speaking with our new medical director she too believes that our
17 level of care is not where it could be, not where it should be for that. We
18 had a great discussion on Tuesday night with rescue organizations. We
19 had a meeting at our Center. We had 17 people there from different
20 organizations throughout the community and also some out of Texas as
21 well. El Paso. And we talked about this and surprising enough they were
22 in agreement. They go "we absolutely understand what situation you're in."
23 So the thinking is, is that we have, if we have a high number they're getting
24 sick more. Because they are three dogs per kennel is one big one. So
25 three dogs per kennel, if one gets sick the other ones are getting sick. If we
26 have to euthanize the sickest one then that leaves two in the kennels which
27 have to either another one be brought in or the two have to go somewhere
28 else where others were euthanized. But the two were exposed to the
29 sickness so they're carriers of it. So they go out and they get other ones
30 sick. So it's just kind of flows through. So that means there's a vast more
31 amount of treatments that our treatment techs need to do and when there's
32 that huge amount increase of treatments then that means they don't get
33 them all done. And that's been a big issue too because it rolls over to the
34 next day, they come in or there's overtime pay for them to finish at the end
35 of the day. They come in the next day and they do the treatment but then
36 that means that dog can't get the treatment until another 24 hours because
37 there has to be that separation. You can turn around and give one one time
38 and then turn around and give it to the other. So it also puts a lot of stress
39 on our kennel technicians as well dealing with that many animals. As soon
40 as they clean a run, a kennel, they have to go back and poop scoop again.
41 Because the animals have already, there's so many of them that they've
42 already defecated and need to be cleaned up again.

43 Again it hasn't been easy. We've reached out to our rescue
44 organizations and they tell us that they're full or they don't want to take from
45 us because yes we do have distemper in the Center. We always have, we
46 always have issues with that. Or we have parvo in the Center. Yes we do

1 have parvo in the Center. We've always had issues with parvo in the Center
2 and I believe it's because of the high population of there.

3 Are we always going to euthanize animals like this? No we're not.
4 Again when we get our population numbers get back down. Like in the
5 wintertime our population was in the 360s and that's totally manageable.
6 That's a great number. It's going to be done by basically on a day by day
7 basis. The rescues at our meeting we had on Tuesday night with them they
8 did ask that if we could get information out to them that they can send out
9 to the public saying "hey is there anybody that can pull these animals or can
10 take these animals temporarily?" and we agreed that absolutely. Let's save
11 as many lives as we can. Let's get that information out. So they're going
12 to work with us as well. So when you, on Facebook when our numbers are
13 posted you are going to see an elevated number of euthanasia for that.

14
15 Smith: Mr. Chair.

16
17 Ellins: Board Member Smith.

18
19 Smith: Thank you Mr. Chair and thank you Mr. Thacker. I respect the difficulty that
20 this presents and understand the various things as you're having to weigh
21 in there. I will say that I have noticed on Facebook a lot more recognition
22 of the rescue organizations and the work that they're going in conjunction
23 with what you're doing. And I appreciate the fact that you are working with
24 them and talking with them on this difficult topic. So hopefully, and I'm not
25 putting this on you by any means, but hopefully in the way that this
26 community does step up and the way that this community does find ways
27 to deal with difficult circumstances that this will be another one of those
28 where something can be found. But I certainly feel your pain as far as
29 having to go forward with that step after all of the good progress that we've
30 made. But I also understand the circumstances. So thank you for sharing
31 that with us and thank you for your heart on the matter. Thank you Chair
32 Ellins.

33
34 Thacker: And I want to reiterate it's not going to be, you know, 25, 30 dogs per day.
35 That's not what we're going to do. You're just going to see just a little bit
36 elevated numbers. It's what we're going to need that day to be able to get
37 through the day plus a little more to take down our population a little bit. It's
38 not going to be an overnight euthanasia. I refuse to do that.

39
40 Lusk: I did have one more question.

41
42 Ellins: Ex-Officio Member Lusk.

43
44 Lusk: Related to your report. So you had said about the surgery, that you give
45 surgery vouchers. What is your redemption rate on those surgery

1 vouchers? Are you, and is there a cross check to make sure they're actually
2 coming back and having that surgery done?
3
4 Thacker: So there might be a little confusion on what the voucher is. It's mandated
5 by the state and so it's not a "you have to do this." It's you have to purchase
6 it. That's all it is. So it's totally up to them on whether they would like to
7 redeem that. If they don't redeem it that money comes back to us.
8
9 Lusk: What did you just say? The money?
10
11 Thacker: The money stays with us.
12
13 Lusk: Okay so they give a deposit?
14
15 Thacker: Yes it's \$25.
16
17 Lusk: Okay. Because I think, you know I think that there could be some kind of a
18 cross check there. Not necessarily that it's on the Shelter but providing that
19 information back to the City or the County Animal Control saying "we
20 released an animal with a surgery voucher so you might want to check up
21 on them to see whether they're going to get an intact permit or get that
22 animal spayed or neutered."
23
24 Thacker: Doesn't the information, isn't it sent back to Animal Control anyways?
25 Because I know City comes and gets all the animals returned back to them.
26 They come and get that information.
27
28 Lusk: I'm not sure. I'm not sure that that's being done.
29
30 Thacker: Okay. All right.
31
32 Ellins: Anything else depressing or otherwise?
33
34 Thacker: I do have a presentation for the fees as an action item. I don't know if you
35 want to talk about that during the action item or if you'd like to do that now.
36
37 Ellins: Board Member Smith have you got time to hear it at this point?
38
39 Smith: Yes sir. I will certainly be happy to see that one. I think that one's probably
40 the one that's going to be needing the most attention. But I appreciate that,
41 thank you Mr. Chair.
42
43 Ellins: All right, then let's have that presentation now.

44
45 **Resolution 2019-10: Establish a Fee Schedule for the ASCMV**
46

1 Thacker: So the Board of Directors asked to do a fee survey. Look at our fees, where
2 they're at compared to the rest of the basically the country. So I did report
3 to the Board on that at a Board meeting. Gave you some options what we
4 could do so we decided to have a work meeting or work session which we
5 did do. We came and all together all of us came down with owner surrender
6 fee was felt that was the best thing to do because there currently isn't one.
7 It's so much easier to turn your animal over for any reason than it is to adopt
8 an animal.

9 So we instituted \$20 or we're proposing a \$20 owner surrender fee
10 and if you have a litter then it's going to be \$5 for each animal after that. Or
11 if you have two dogs it'll be \$20 plus \$5 for the other dog. Again this is a
12 new fee trying. We are going to monitor and see if our owner surrenders
13 go up or if they go down and we also want to see if there's more animals
14 dumped or picked up by Animal Control out in rural areas. We'll keep an
15 eye on that as well.

16 The return to owner also was significantly changed. So it used to be
17 a \$28 fee no matter what. So we as a work session decided we want to do
18 zero if your animal is spay and neutered, has a microchip, and has a rabies
19 vaccine. So if it's your animal's first impound you can come and get it for
20 free if your animal has those. If it's missing any of those items then it is a
21 \$30 impound. And that's where the old fee was \$28.

22 And then this is where we standardized things as well. Before it was
23 \$38 for the second impound in a year, \$48 for the third impound in a year,
24 and \$78 for every impound after that in a year. We felt like it wasn't
25 justifiable to increase those because it didn't cost us any extra to bring the
26 animal in again and again and again. And not only that though we felt that
27 it was a penalty that we were serving people and it's not our place to enforce
28 a penalty. It's our job to house the animal. So we did a \$50 flat fee for the
29 second impound in a year or more. So they'll pay \$50 each time.

30 We increased to come more in line with the rest of the country that
31 were in the studies. We increased from \$12 to \$15 for the straight boarding.
32 The quarantine boarding we kept at \$15 per day. And then the welfare hold
33 to keep it standard just boarding throughout all the other boarding issues
34 we reduced it from \$20 to \$15. Microchip we kept the same at \$10.

35 Cat adoptions, now this is interesting. Cat and dog adoptions. It
36 used to be \$50 for cats, \$75 for dogs and when I looked at, again I had our
37 Mike Fuccini our management analysis run some numbers for us and the
38 average cat adoption was \$11.43 from 2018 until that day that he ran it.
39 And then the average dog adoption was \$23.50. So why are we asking
40 more if we're only doing it for that amount? So we proposed that we reduce
41 the cat and dog adoption to \$25 for both or for flat fee for each. Still
42 including that what it includes and then we can continue to promote them
43 as we are.

44 The DOA disposal for so people can bring their animals that have
45 passed away. They can bring them in and we'll dispose of those for us. We
46 bumped it from \$5 to \$10. And then our euthanasia request we kept at the

1 \$25. If somebody has a sick or injured animal they can bring the animal in
2 to be euthanized. And we do that as a public service. And that's the
3 proposed fees. Questions.
4
5 Lusk: Chair Ellins.
6
7 Ellins: Ex-Officio Member Lusk.
8
9 Lusk: I apologize but I was not able to be at that work session. What was the
10 outcome of, since we charge as a County we charge the transport fee to
11 bring the animal to the Shelter? What was the outcome of that discussion?
12 Are we going to be now charging the person \$40? Or was there still the
13 exemption talk about that we're already charging \$20 to put it on our trucks
14 to take it to the Shelter?
15
16 Thacker: Great clarifying question. So the answer is no, there's only going to be one
17 fee. So if the individual brings the animal to the Center we're going to
18 charge that \$20. If they do it in the field then that is the money they pay you
19 in the field. Because the animal's already been surrendered. So then you
20 guys will bring it to us. So there will not be a duplicate fee it's just that one
21 fee.
22 And we're also proposing that if you remember during the work
23 session, I thought you were there. No? Was it just Mary Lou? I know we
24 did talk about having that amount looked at again by the City and the County
25 to see if that amount really is a proper amount because it's been set so long
26 ago that the Animal Control needs to look at it and see if that's really the
27 amount that's going to cover all the costs. And if it's not then to increase it
28 and we'll match it.
29
30 Ellins: Board Member Smith.
31
32 Smith: Thank you Mr. Chair and thank you Mr. Thacker. I appreciate the
33 discussion that we've had on this and I realize that we have a lot of different
34 things considering. Some of them new and unique and some of them trying
35 to sort of correlate between various agencies and also between our
36 community and others. So I really do feel that after all of that discussion we
37 arrived at some numbers that make a lot of sense. And that help us move
38 forward in a way that's both pragmatic and reasonable in our community.
39 So thank you for the work. Pleased that most of us were able to be at the
40 work session and get that sense that what we're doing makes a lot of sense.
41 Thank you. Thank you Mr. Chair.
42
43 Thacker: And I also like to add that it was a great work session where I proposed
44 some numbers and I loved how the people that were there said, "no let's try
45 this." So there were numbers thrown around. It was not just me present

1 and that's what it is. It was a great discussion. I enjoyed it. It was
2 cooperative on all sides.
3
4 Ellins: Is there a net increase or decrease in the fees being received? I realize
5 that's an estimate but do you have any idea which way it goes, up or down?
6
7 Thacker: We had, it was more of an increase in our fees than a decrease. Is that
8 what you're asking?
9
10 Ellins: Yes.
11
12 Thacker: Okay.
13
14 Ellins: Do you have anything else to present Clint?
15
16 Thacker: No sir.
17
18 Ellins: All right. Thank you. We will move on to.
19
20 Smith: Mr. Chair we do need to vote on this. We also probably should hear from
21 members of the public.
22
23 Ellins: I don't see it as an action item on the agenda.
24
25 Thacker: It's action item C.
26
27 Ellins: Okay there it is. All right I didn't look far enough. May I have a motion to
28 accept the new fees?
29
30 Gandara: So moved.
31
32 Smith: Second.
33
34 Ellins: Is there Board discussion? Hearing none. Would you please call the roll?
35
36 Smith: Mr. Chair. I would ask that we check with the members of the public just to
37 be sure.
38
39 Ellins: Yes thank you. Is there public input?
40
41 Thacker: I'm sorry. Clint Thacker, Executive Director. One more thing that I forgot to
42 put in the slide is the start date of when these start. So October 1st is when
43 the fees are going to be implemented.
44
45 Ellins: Thank you. Is there public comment? Hearing none. Would you please
46 call the roll?

1
2 Baum: Board Member Gandara.

3
4 Gandara: Yes.

5
6 Baum: Board Member Smith.

7
8 Smith: Yes.

9
10 Baum: Board Member Eakman.

11
12 Eakman: Yes.

13
14 Baum: Chairman Ellins.

15
16 Ellins: Yes.

17
18 **C. Committee Reports**

19
20 **1. Finance - David Dollahon, Committee Chair**

21
22 Ellins: We will now move into committee reports, Finance.

23
24 Eakman: Amador would you please present the Financial report?

25
26 Espinoza: I apologize again. Mr. Chairman, ladies and gentlemen of the Board. Again
27 my name is Amador Espinoza and I am one of the accountants for the City
28 of Las Cruces. And I'm trying to find our report and it looks like it might have
29 not been saved here. Because I don't have access to the N drive and so I
30 asked Josh to save it on there for me.

31 So looking at page one of your financial packet and here on up on
32 the screen page two, these are the financial standings as of August 31,
33 2019. Our cash balance is at \$333,000. Our accounts receivables is at
34 \$364,000. That receivable as of that period and time was for the Doña Ana
35 County share of the GPA appropriations and that has recently been paid so
36 it's no longer outstanding. Any payroll liabilities it's at \$62,000. The
37 revenues collected in advance is \$25,000 and that is a recent grant that we
38 received or monies that we received from a Best Friend which will waive the
39 first time impound fees.

40
41 Ellins: I have a question on that.

42
43 Espinoza: Yes sir.

44
45 Ellins: Revenue collected in advance, why is that a liability?
46

1 Espinoza: It becomes a liability because essentially the granting agency gives you that
2 money in advance and if it hasn't been spent then at any time it's considered
3 a liability and you owe it back to the agency until you spend it. As you begin
4 to spend it then we began to recognize the revenue.
5

6 Ellins: Okay. Thank you.
7

8 Espinoza: Yes sir. Moving on we're going to skip this next bullet point and we're going
9 to go to the next page. I probably need to put the slide show on. On that,
10 normally don't like to give presentations. I do apologize. F5, thank you sir.
11 Moving on to the revenues and expenditures. We have \$765,000 in
12 revenue and we have total expenditures of \$335,000. That is a net change
13 or net increase to your fund balance of \$429,000. Also utilizing the slide
14 are budget parameters for the month of August is 16.7. So our revenues
15 are at 26.7% and reason why we're about 10% above the budget parameter
16 is because the City of Las Cruces and Doña Ana County pay 21% of the
17 agreed appropriations up front. And again it's July and August and so
18 normally our expenditures for those two months easily fall below the budget
19 parameter.
20 And then looking at page seven of your budget, the financial packet
21 is I just show that \$25,000 budget Best Friends grant. That has been
22 granted to the Animal Service and again once as we begin to start utilizing
23 that fees and we begin to waive those fees and we'll begin to recognize that
24 revenue and then that liability will be gradually be taken, removed from the
25 balance sheet. Any questions?
26

27 Ellins: The expenditures at 11.9, that's below budget I assume.
28

29 Espinoza: Yes sir. That is below the budget parameter of 16.7. So each month we
30 calculate a budget of 100% and we go based on that per month and then
31 we calculate a budget parameter.
32

33 Ellins: Well it's good to see our revenues are up.
34

35 Espinoza: And the revenues are up and again that's if you notice on the budget side
36 of the column. The agreed contribution by the Doña Ana County and the
37 City of Las Cruces is \$1.2 million. And so we usually receive 21% of that in
38 July and that gives you enough room in order for the Center to operate,
39 meet their expenditures.
40

41 Ellins: Okay. Thank you.
42

43 Eakman: Mr. Chair. If I might.
44

45 Ellins: Board Member Eakman.
46

1 Eakman: The Finance Committee does meet regularly and they're very spirited
2 conversations. At this time of the year our financial situation looks pretty
3 good because of the amount of money invested in the very first part of the
4 year by the City and the County. Last year as we progressed throughout
5 the year in the final months, April, May, and June, we were seeing that our
6 margin was paper thin if any. And last year the City, that is the operates,
7 has the financial staff working with Animal Services, our personnel
8 departments and everything like that. The City actually forgave the
9 administrative fees of \$93,000 last year just to allow us to have expenses
10 and revenues match. And so the Finance Committee is wary of where we're
11 headed this year financially and we have a couple things on the agenda that
12 we'll talk about here in a little bit moving the meeting. We're happy to see
13 the fees schedule revised. But I think you're going to get some more
14 animated reports on finances and we're going to have to have a budget
15 prepared quite a bit in advance in case we need more money from the City
16 and the County to operate in our next fiscal year. So we'll keep you apprised
17 of that as we go along.

18
19 Espinoza: Permission to speak.

20
21 Eakman: Yes.

22
23 Espinoza: In conjunction with Councilor Eakman. For FY20 the City also did forgive
24 the fiscal agent fees which we were speaking of. So in this year we will not
25 be, the City of Las Cruces will not be charging the Animal Service any fiscal
26 agent fees as well.

27
28 Ellins: Thank you.

29
30 Espinoza: Thank you.

31

32 **2. Executive - Lynn Ellins, Committee Chair**

33

34 Ellins: The next report is from the Executive Committee. We did meet last week.
35 There were two major discussions. The first being changing the date for
36 the meeting of the Board of Directors and then Commissioner Eakman will
37 go into that later when we get to the motion. The other was the, we learned
38 that the installation of microchips by state law is confined to veterinarians.
39 And I'm glad that the County is using a veterinarian in its program because
40 to do otherwise would be in violation of state law. But we do know that the
41 many rescue organizations are installing microchips and our position is
42 benign neglect if you will. That's about all we talked about.

43

44 **D. Zero in 7 Update**

45

46 Ellins: At this point then I would like to go to the Zero in 7 update.

1
2 Hahn: Board Members of the ASCMV. My name is Richard Hahn and I am the
3 Co-Chair for the Coalition for Pets and People. And I'm going to be
4 presenting the Animal Welfare Organization's highlights for the month of
5 August. We had a request from Mr. Dollahon last month to kind of
6 streamline the reports so this is our first attempt at kind of seeing how that
7 works out. So any feedback would be much appreciated.

8 Okay so we're going to be discussing about seven of the local
9 organizations this month and next month we're going to be doing the other
10 seven. All right. So to start out, all right so these are going to be the groups
11 that we're going to be discussing here today. 2 Hearts 4 Paws, ACTion
12 Programs for Animals, Broken Promises Southwest, Cat's Meow Adoption
13 Center, Cherished K-9 All Breed Rescue, Doña Ana County Humane
14 Society, and the Humane Society of Southern New Mexico. Okay.

15 So 2 Hearts 4 Paws Refuge is located in Radium Springs and they're
16 run by the Peterson sisters. And they have approximately 30 animals in
17 their rescue and they hold monthly adoption events at PetSmart on Lohman
18 on the first Saturday of every month. You can see here they're lounging at
19 an adoption event at PetSmart. All right.

20 ACTion Programs for Animals held a successful golf tournament
21 fundraiser recently. Adoptable animals were there that were part of their
22 PAWS program. And the PAWS program is the Prisoners and Animals
23 Working together for Success. And this is in correlation with the cooperation
24 with the local state prison. Just a wonderful program. That helps out
25 animals get trained. APA has adopted out over 4,000 animals since it's
26 inception in May of 2012 with the majority of the animals being actually
27 pulled from the Animal Services Center of the Mesilla Valley. We actually
28 held two microchip events in the month of August. We had one at Horse
29 and Hound that was very successful and we also worked in conjunction with
30 ACES in Butterfield to do microchips there as well. And we had a vet there
31 doing shots at both events.

32 Broken Promises had several adoptions this month and continues to
33 work with trap/neuter/return in our community. As well as helping as other
34 volunteer services that assist the Animal Services Center of the Mesilla
35 Valley and our community. With the goal of having good outcomes for both
36 Community Cats and special needs cats, including kittens like the one here
37 that was brought in by a good Samaritan after a neighbor had, neighbors
38 had actually moved out and abandoned the kitten. Broken Promises
39 Southwest has done over 1,000 spay neuter surgeries since its inception in
40 2015 as well as work with other organizations.

41 Cat's Meow has approximately 35 animals in their residence like
42 Taffy here and they also have an additional 25 or so in their foster program.
43 All are available for adoption. Since January they have placed
44 approximately 70 cats in forever homes and they will be holding a music
45 fundraiser event on October 17th.

1 Cherished K-9 All Breed Rescue continues to help the ASCMV
2 through rescues of both pregnant dogs and mom's with pups. They also
3 work with arranging transport for these animals, for Shelter animals as well
4 as animals that are in their rescue. And they generally hold adoption events
5 every other Saturday at Pet's Barn on Valley. And they usually have about
6 45 animals at their events. So it's quite a selection there.

7 Doña Ana County Humane Society maintains several important
8 programs that they take care of. Including the Pets for Seniors program
9 which is the way it works out is there is a voucher program and they provide
10 \$50 towards the adoption of fees of animals through ASCMV for seniors.
11 One of their other programs is the Animal Relief Fund which provides
12 financial assistance for community members in need to help pay for their
13 vet bills. And both programs have helped over a dozen animals this month,
14 or in August.

15 All right. The Humane Society of Southern New Mexico adopted out
16 seven animals in the month of August including Goldie here. Which is a
17 long time foster here pictured with one of their board members, Jeff Murphy.
18 She was live trapped by their president Frank Bryce out in La Mesa before
19 going into the Humane Society of Southern New Mexico's foster care
20 program. Cans 4 Critters has raised over \$9,000 since its inception 2012.
21 Helping dogs like this one who was hit by a car.

22 All right and this is a list of news items here. APA opens their new
23 thrift store. In fact we were actually able to help them move in last weekend.
24 Their new thrift store's located on the corner of basically Three Crosses and
25 Main Street in that area. It's just really exciting to see that start up. Safe
26 Haven Animal Sanctuary is having a spay/neuter clinic this weekend at the
27 Pet EXPO. And KTAL is a local community radio station and they are in the
28 process of looking for an animal affairs program MC. So if you know
29 anybody looking for wanting to take on that role please let us know.

30 We had 58 Shelter dogs that were transported from Las Cruces and
31 El Paso. They were flown out by Dog is my Co-Pilot and this was all
32 arranged by UNcaged Paws. And the next flight is going to be on the 17th
33 of September. Well this is the report. And any questions?

34
35 Ellins: Any public comment on the report? Clint I have a question for you. My son
36 is very active in a rescue organization in Colorado. And he asked me if we
37 shipped dogs to Colorado and I don't ever see Colorado mentioned as a
38 point of destination.

39
40 Thacker: The answer is yes we go to Colorado. We used to go quite a bit actually.
41 You have to have a special license and we have that license. We have that
42 so yes we go.

43
44 Ellins: And what organizations that we shipping to? Do you know?
45

1 Thacker: I know we did the Colorado Puppy Rescue and there's another one that
2 Carla Baker works with that we've taken animals to as well there. And then
3 we've also I know there's one that we stop on the way to the Colorado Puppy
4 Rescue that we drop dogs off to.

5
6 Ellins: All right.

7
8 Thacker: I know at least three that we work with.

9
10 Ellins: Okay thank you. Now I know what to tell him.

11
12 Eakman: Mr. Chair.

13
14 Ellins: Board Member Eakman.

15
16 Eakman: I would really like to compliment the presentation today for Zero in 7. It was
17 very, very informative and I found it used our time exceedingly well. I'm not
18 going to look forward to a six minute report in the future. They can take the
19 time they need. But I really appreciated how that was presented today.
20 Thank you.

21
22 Ellins: Thank you.

23
24 **VI. Discussion Items**

25
26 **A. Executive Director's Annual Performance Review**

27
28 Ellins: Next is discussion item, the Executive Director's annual performance
29 review. Board Member Eakman.

30
31 Eakman: Thank you Mr. Chair. A part of the Vice-Chair's responsibility is seeing to it
32 that the Executive Director receives a fair evaluation prior or in conjunction
33 with their anniversary date. The anniversary date of our Executive Director
34 is in November and so I think getting the process started now is something
35 we should be doing. My plan is that the tool we are using was chosen by
36 the Executive Committee and this tool will be distributed to Members of the
37 Board very soon. I see we have a few Members absent today so I'm going
38 to ask for Bernice to help me in getting the tool out to them along with the
39 instructions.

40 We will go into closed session at the end of our October meeting.
41 And at that meeting we will review our penciled in forms of the performance
42 we see in our Executive Director for the past year. And we will discuss
43 those items. I'm saying in pencil because we might be persuaded by others
44 who see things from a different perspective as far as how that performance
45 actually was ranked. And hopefully we will get done in that work session
46 but if not we will still be able to meet in November after that meeting and

1 make sure that everything is complete just in time for the anniversary date
2 of our Executive Director. So that is the plan going forward. Are there any
3 questions from the Board Members? Thank you.
4

5 Ellins: Thank you.
6

7 **VII. Action Items**

8 **A. Move ASCMV Monthly Board Meeting to the 4th Thursday of each month**

9
10
11 Ellins: We will now move into action items. The first being to change the monthly
12 Board meetings to the fourth Thursday of each month. Board Member
13 Eakman.
14

15 Eakman: Thank you Mr. Chair. The Finance Committee is bringing this request
16 forward because we are not able to close the books in time for our regularly
17 scheduled meeting. And so we're constantly behind as far as our reports
18 or we're rushing a report to conclusion. If we were to meet two weeks later
19 that would be plenty of time for a very accurate financial picture to come
20 before the Board.

21 As I stated before, we're very concerned about this year's fiscal
22 performance and so making sure that every Member of the Board
23 understands where we are and where we're headed or what actions we
24 might need to take is crucial to us going forward. We thought about the
25 fourth Thursday and well actually we thought about the third Thursday but
26 the Executive Committee found that that had too many conflicts and so at
27 this time we're requesting the fourth. And it's mainly because of financial
28 considerations. We hope it is not an inconvenience for anyone but at this
29 time we don't think any Board Member has a conflict with it.
30

31 Ellins: May I have a motion to approve the item please?
32

33 Eakman: I would move that we move our regular scheduled Board meeting to the
34 fourth Thursday of each month.
35

36 Gandara: Second.
37

38 Ellins: Thank you. Is there any further Board discussion? Public comment?
39 Hearing none. Will you call the roll please?
40

41 Baum: Board Member Lusk.
42

43 Lusk: Yes.
44

45 Baum: Board Member Gandara.
46

1 Gandara: Yes.

2

3 Baum: Board Member Eakman.

4

5 Eakman: Yes.

6

7 Baum: Chairman Ellins.

8

9 Ellins: Yes.

10

11 **B. Resolution 2019-09: Approve A Fund Balance Policy for the ASCMV**

12

13 Ellins: The next item is a resolution to approve a fund balance policy for the Animal
14 Service Center. Board Member Eakman.

15

16 Eakman: Once again. Because of our possibly slim resources going forward we do
17 need an established policy for a regular fund balance to be a part of our
18 operations. We weren't in a good position last May and June and so our
19 fund balance was not what it should be. Now that we're going to meet on
20 the fourth Thursday's of the month and things like that I think we can better
21 secure the financial position as required by the state of New Mexico. That
22 is the purpose for this coming forward.

23

24 Ellins: Is there Board discussion? Board Member Gandara.

25

26 Gandara: Thank you Chair Ellins. One question Board Member Eakman. We are
27 required to have one-twelfth in the budget. Now are you suggesting we
28 didn't have it in May and June or this is in addition to the one-twelfth?

29

30 Eakman: I'm suggesting we did not have it in June.

31

32 Gandara: Now are we required because of City ordinance to have an additional one-
33 twelfth? So it would be.

34

35 Eakman: We are not. That does not affect this Joint Powers Agreement.

36

37 Gandara: Okay. So you're suggesting. Okay, now we need to make sure we do that.

38

39 Eakman: Absolutely.

40

41 Gandara: Okay.

42

43 Navarro: Bernice Navarro. I just did want to make one comment regarding the
44 unassigned fund balance on there. The one-twelfth reserve it was
45 researched by the City financial area and the one-twelfth is required by the
46 state for the City of Las Cruces. However, it's not required for its entities,

1 the others that are on there. So a minimum amount is actually not required.
2 So this is proposing to continue to use the fund balance and you can
3 determine how much to keep in there. But it actually is the minimum of one-
4 twelfth is actually not required.
5
6 Eakman: Technically true but we're aiming for it.
7
8 Navarro: Right.
9
10 Gandara: A second question follow-up question Chair Ellins.
11
12 Ellins: Commissioner Gandara.
13
14 Gandara: Thank you. So what is that? Do you know what that amount looks like at
15 this point or you have an idea or is that difficult to address?
16
17 Eakman: It is difficult today to address. I think we'll have a far better idea of that in
18 January.
19
20 Gandara: I'm thinking that Mr. Espinoza has something to say. Our financial person,
21 yes.
22
23 Eakman: Amador.
24
25 Gandara: Yes.
26
27 Espinoza: My name is Amador Espinoza, accountant for the City of Las Cruces. Mr.
28 Chairman, ladies and Board Members. If you look at your page one of your
29 financial packet that's your statement of net position and currently we have
30 a fund balance. We have a required reserve, that's your one-twelfth, of your
31 budgeted amount which is on page three. What I believe we are discussing
32 is that we are basically not going to require, we're not going to report the
33 required reserve and we're just going to have an unassigned fund balance.
34 So there won't be a number stated, you know this is how much we're
35 required to have. Normally what you want to have is you want to have, you
36 want to take your assets less your liabilities and have a positive net position
37 when it comes to reporting to the Board Members and the entities. It
38 becomes a little bit more difficult when we discuss audited financial
39 statements because on the audited financial statements now we're
40 including the PARA and the LPAD and those that are now becoming long
41 term liabilities on the financial statements. And so they actually dig into our
42 net position and they cause our net position to go into a negative fund
43 balance. But for your purposes and for the Board purposes is we are trying
44 to remove the required reserve off of Animal Service Center because it's
45 not required according to the JPA for the fiduciary fund, but it is required for
46 the City of Las Cruces. And what I believe happened is the Animal Services,

1 the Board Members of the Animal Services just adopted what the City of
2 Las Cruces had adopted.
3
4 Gandara: Thank you. I appreciate that. So I just want to be clear. I think that from
5 your financial, from your standpoint Board Member Eakman you want for it
6 to continue to have a one-twelfth and you're suggesting there have been
7 several months at last fiscal year that we went far below it. And I know we
8 were really stretching there towards the end of fiscal year. Is that what
9 you're saying is that you want to work towards having a reserve?
10
11 Eakman: Absolutely. This is a part of our spirited discussion from the Finance
12 Committee.
13
14 Gandara: Yes, okay.
15
16 Eakman: Right now this resolution allows us to forgive the fact if we can't hit our target
17 and the Board understands it. We want to hit our target. So this allows us
18 room not to violate our own laws or not to violate our own policies. It is
19 something our finance department feels they have to do in order to meet
20 audit requirements.
21
22 Gandara: Yes. Okay and the other question now that I have you here Amador is you
23 will be requiring a fiscal fee I think is what you?
24
25 Espinoza: I believe no ma'am. So in FY19 the City Council forgave that fiscal agent
26 fee and for the FY20 I believe they approved when they were approving the
27 budget that we would not be charging the Animal Services a fiscal agent fee
28 for FY20.
29
30 Gandara: You won't.
31
32 Espinoza: We will not. No ma'am.
33
34 Gandara: Okay. Thank you for the clarification. I just wanted to make sure. Thank
35 you. Thank you Board Chair Ellins.
36
37 Ellins: I forget, do we have a motion pending? We do. Okay. Is there any public
38 comment? Seeing none would you call the roll please?
39
40 Baum: Chairman Ellins. I do not have a vote, a move and a second on this report.
41
42 Eakman: I would move approval then.
43
44 Gandara: Second.
45

1 Ellins: That's why I asked the question before because I don't remember getting a
2 second or a first. Call the roll please.

3
4 Baum: Board Member Lusk.

5
6 Lusk: Yes.

7
8 Baum: Board Member Gandara.

9
10 Gandara: Yes.

11
12 Baum: Board Member Eakman.

13
14 Eakman: Yes.

15
16 Baum: Chairman Ellins.

17
18 Ellins: Yes.

19
20 **VIII. PUBLIC INPUT**

21
22 Ellins: At this time I'll call for public input.

23
24 Bryce: Frank Bryce. President Humane Society of Southern New Mexico. First I
25 want to commend the Shelter for the, this is probably going to be reported
26 next month as part of this month's activities. But I certainly should be noted
27 that they did that event Saturday and I think they handled something like,
28 and Thacker can probably correct me, about 1,400 injections in four hours.
29 That included microchips and vaccinations and so forth. And that was really
30 a great turnout in a very small amount of time. I would make one suggestion
31 based on a complaint that I had. One lady got there before it started and
32 claims that she was there for almost two hours because of the line. Maybe
33 something that could be done with from A to D. From 8:00 to 9:00 and then
34 D or D to F or G whatever, so that you come kind of in waves. But it was a
35 very commendable effort on the part of the Shelter and I certainly would
36 encourage them to even consider going to the outlying areas. That's the
37 way to get the job done for the community involvement compliance and
38 support for the organizations.

39 And the only other thing I had to say is on Commissioner Ellins if you
40 got a note from the veterinary board to that effect, if you could forward that
41 to me I would appreciate it. Because benign neglect is okay with me but it's
42 not exactly the way to go about it and we are contesting the fact that the
43 microchips are not part of the medical issue. It's not written into that law
44 and as far as I know I was informed that there wasn't going to be any change
45 to the regulation. That's an interpretation has to be taken to the New Mexico
46 State Attorney's office or settled in court somehow or another. We're going

1 to continue as we are and most of the state organizations are probably
2 doing the same thing. So we want to keep it going. Thank you.

3
4 Ellins: We're not an enforcing body so you have nothing to worry about.

5
6 Bryce: Our lawyer says that for them to enforce it I have to be arrested and file
7 charges against them and we take it to court. But that would have to happen
8 pretty much all over the state. And to my knowledge nothing was going to
9 be done by the Board. I'd just like to see what information you might have
10 had officially.

11
12 Ellins: We will, Clint would you send him a copy of the statute? Thank you.

13
14 Bryce: I have a copy of the statute. I need a copy of what was done at this last
15 meeting with the Board. Thank you.

16
17 Ellins: Is there any further public comment? Seeing none.

18
19 **IX. CHAIR AND BOARD COMMENTS**

20
21 Ellins: Is there any Board comment?

22
23 Gandara: None for me. Thanks.

24
25 **X. Adjournment (10:15 AM)**

26
27 Ellins: Then without objection we are adjourned.

28
29 **BOARD OF DIRECTORS**

30
31 _____
Lynn Ellins, Chairperson

32
33
34 _____
Jack Eakman, Vice-Chair

35
36
37 _____
Kasandra Gandara, Board Member

38
39
40 _____
Ramon S. Gonzalez, Board Member

41
42
43 _____
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Manuel Sanchez, Board Member

Gregory Z. Smith, Board Member

ATTEST:

Amanda Lopez Askin, County Clerk

MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors
From: Josie Medina, Accounting Manager **Initials:** JM
Date: October 21, 2019 **File #:**
F-19-263

Subject: Animal Service Center of the Mesilla Valley Unaudited Financial Report for September 30, 2019.

Attached are the unaudited financial results of the Animal Service Center operations for the period ending September 30, 2019. Below are some observations for your consideration:

- The Statement of Net Position (page 1) shows cash of \$568,334. There is an outstanding accounts receivable balance of \$91,191, \$88,636 from Dona Ana County and \$2,555 from the City of Anthony in the General Fund.
- The outstanding payroll liabilities are \$61,929 in the General Fund. There is a \$341 outstanding accounts payable balance. In addition, there is a \$25,000 Best Friends Grant that waives first-time impound and hold fees in addition to reducing shelter deaths for cats and dogs in Revenues Collected in Advance.
- There is an Unassigned Fund balance of \$572,255 in the General Fund.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are \$973,647. YTD operating expenditures are at \$579,038, which results in an increase in Net Fund Balance of \$394,609.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 34.0% of budgeted revenues and 20.5% of budgeted expenditures have been recognized. The current budget parameter for this month is 25.0%.
- Supply expenditures are currently at 27.7% due to various purchases such as pet nutrition, bedding, and microchips.

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

CC: Teri L. Gayhart, MBA, CPA CGMA, Finance Director
CC: Amador Espinosa, Accountant

Initials: TLG
Initials: AE

Animal Service Center of the Mesilla Valley
Statement of Net Position
September 30, 2019

	<u>Fund 7440</u> <u>General Fund</u>	<u>Fund 7441</u> <u>Capital Projects</u>	<u>Fund 9440</u> <u>Capital Assets</u>	<u>Statement</u> <u>of</u> <u>Net Position</u>
Assets				
Current Assets				
Cash & investments	\$ 568,334	\$ (73,935)	\$ -	\$ 494,399
Accounts receivable	91,191	-	-	91,191
Total Current Assets	<u>659,525</u>	<u>(73,935)</u>	<u>-</u>	<u>585,590</u>
Capital Assets				
Equipment, net of accum depr	-	-	290,322	290,322
Total Capital Assets	<u>-</u>	<u>-</u>	<u>290,322</u>	<u>290,322</u>
Total Assets	<u>\$ 659,525</u>	<u>\$ (73,935)</u>	<u>\$ 290,322</u>	<u>\$ 875,912</u>
Liabilities				
Current Liabilities				
Accounts payable	341	-	-	341
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	61,929	-	-	61,929
Revenue collected in advance	25,000	-	-	25,000
Total Current Liabilities	<u>87,270</u>	<u>-</u>	<u>-</u>	<u>87,270</u>
Fund Balance				
Required reserve	-	-	-	-
Restricted	-	-	-	-
Unassigned	572,255	(73,935)	290,322	788,641
Total Fund Balance	<u>572,255</u>	<u>(73,935)</u>	<u>290,322</u>	<u>788,641</u>
Total Liabilities and Fund Balance	<u>\$ 659,525</u>	<u>\$ (73,935)</u>	<u>\$ 290,322</u>	<u>\$ 875,912</u>

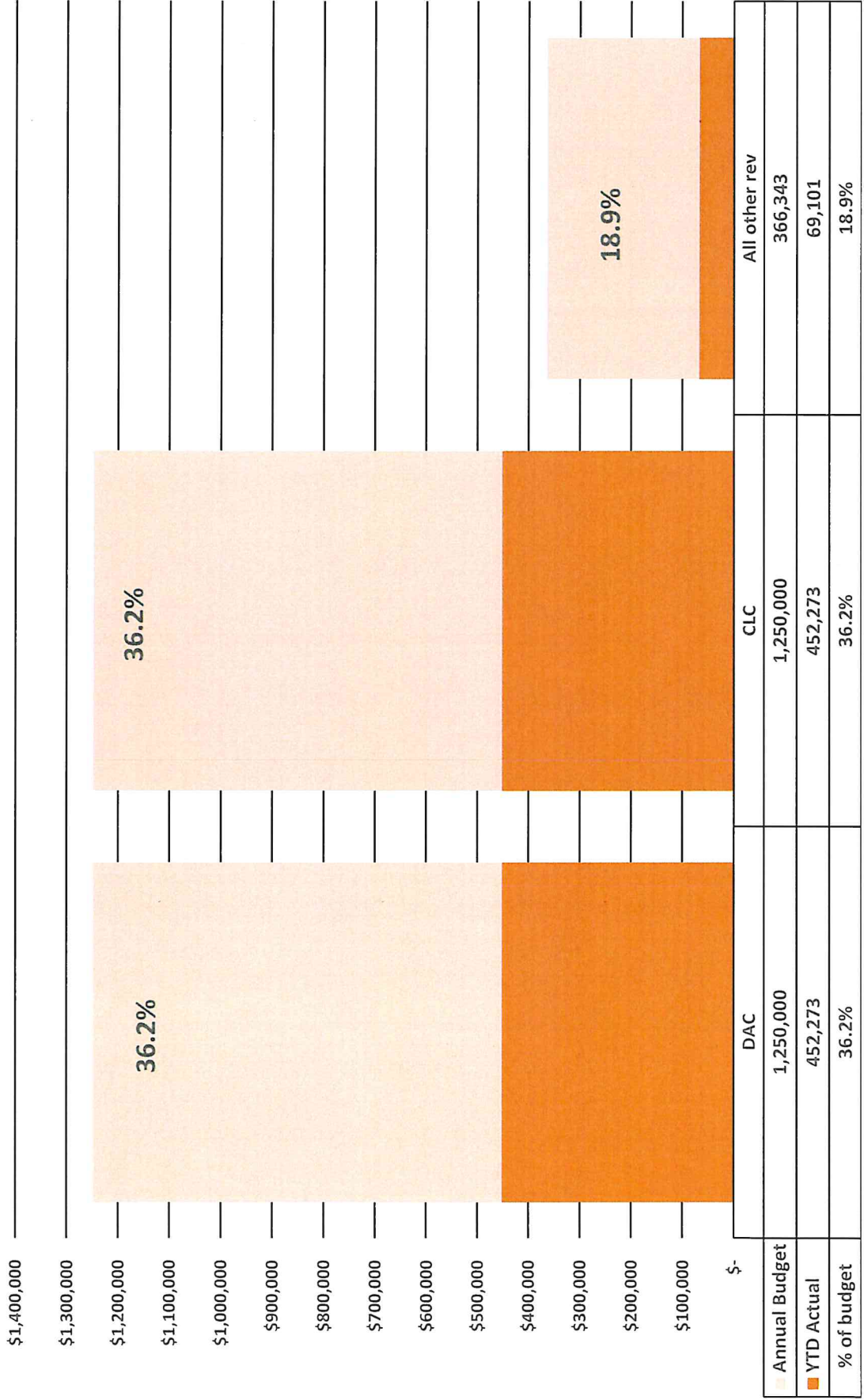
Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
For the Period Ended September 30, 2019 (Unaudited)

	General Fund 7440 Actual	Capital Projects 7441 Actual	Fixed Assets 9440 Actual	Total
Revenues				
Pet licenses-CLC	\$ 10,406	\$ -	\$ -	\$ 10,406
Pet licenses-DAC	3,101	-	-	3,101
Vaccinations	10,332	-	-	10,332
Pet micro-chip	4,613	-	-	4,613
Onsite adoptions	17,881	-	-	17,881
Return to owner-DAC	2,589	-	-	2,589
Return to owner-CLC	4,641	-	-	4,641
Spay/neuter	3,241	-	-	3,241
Dona Ana County	452,273	-	-	452,273
City of Las Cruces	452,273	-	-	452,273
City of Anthony	2,415	-	-	2,415
Donations & memorials	2,955	-	-	2,955
Grant revenue	-	13,344	-	13,344
City of Sunland Park	-	-	-	-
Village of Hatch	-	-	-	-
Other revenue	2,849	-	-	2,849
Investment income	4,078	-	-	4,078
Total revenues	<u>973,647</u>	<u>13,344</u>	<u>-</u>	<u>986,991</u>
Expenditures				
Personnel	438,731	-	-	438,731
Temp agency services	15,745	-	-	15,745
Repairs and maintenance	4,420	-	-	4,420
Services	46,752	-	-	46,752
Supplies	51,946	-	-	51,946
Insurance	13,699	-	-	13,699
Other	7,745	-	-	7,745
Depreciation	-	-	-	-
Capital outlay	-	48,170	-	48,170
Total expenditures	<u>579,038</u>	<u>48,170</u>	<u>-</u>	<u>627,208</u>
Net Operating Income (Loss)	<u>394,609</u>	<u>(34,826)</u>	<u>-</u>	<u>359,783</u>
Transfers	-	-	-	-
Net Change in Fund Balance	<u>394,609</u>	<u>(34,826)</u>	<u>-</u>	<u>359,783</u>
Net Investment in Capital Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Beginning Fund Balance	<u>177,646</u>	<u>(39,109)</u>	<u>290,322</u>	<u>428,858</u>
Ending Fund Balance	<u>\$ 572,255</u>	<u>\$ (73,935)</u>	<u>\$ 290,322</u>	<u>\$ 788,641</u>

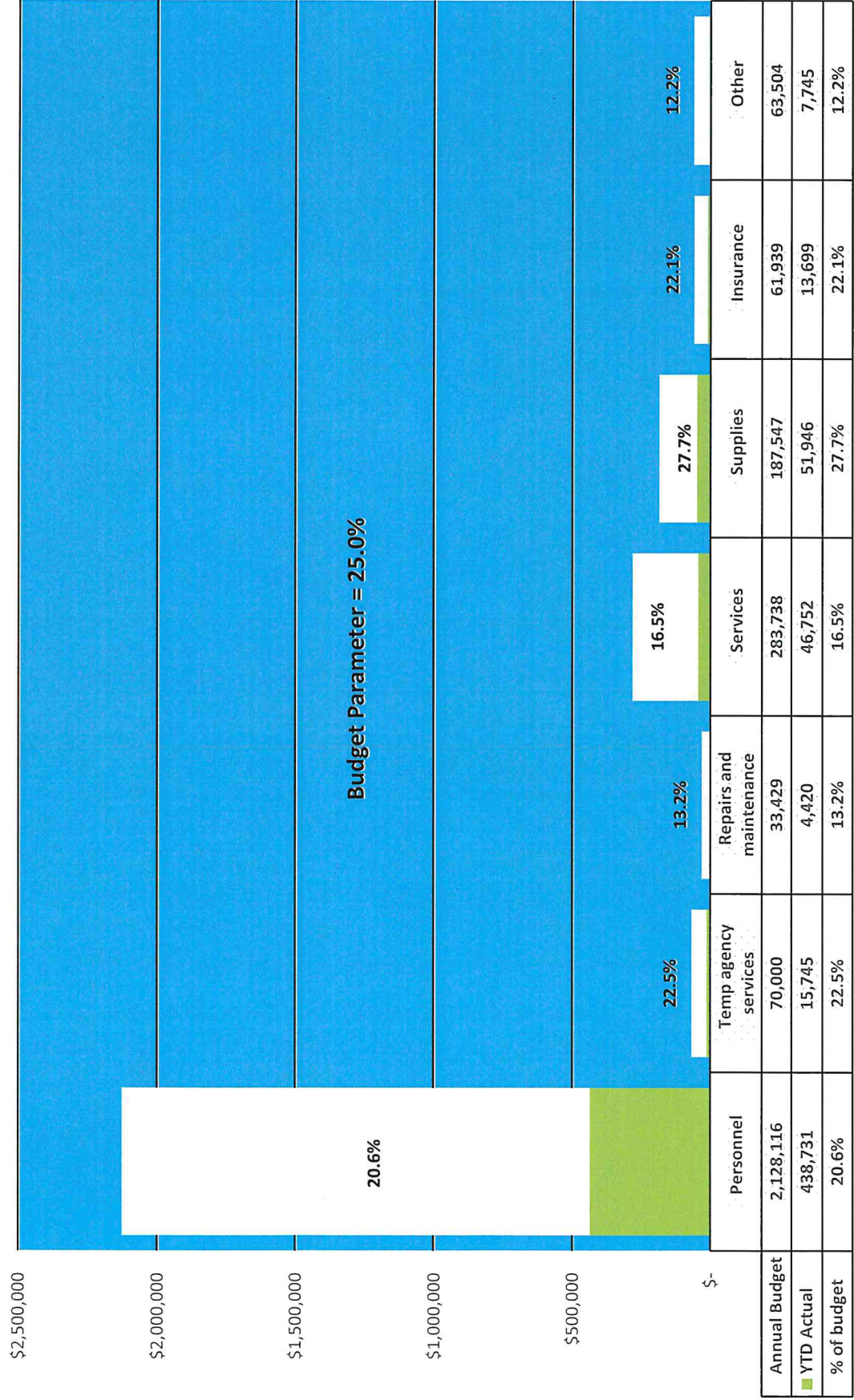
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance - Budget and Actual
For the Period Ended September 30, 2019 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses-CLC	\$ 59,608	\$ 10,406	17.5%
Pet licenses-DAC	18,000	3,101	17.2%
Vaccinations	19,339	10,332	53.4%
Pet micro-chip	39,968	4,613	11.5%
Onsite adoptions	51,787	17,881	34.5%
Return to owner-DAC	10,333	2,589	25.1%
Return to owner-CLC	28,517	4,641	16.3%
Spay/neuter	51,088	3,241	6.3%
Dona Ana County	1,250,000	452,273	36.2%
City of Las Cruces	1,250,000	452,273	36.2%
City of Anthony	6,000	2,415	40.3%
Donations & memorials	21,263	2,955	13.9%
Grant Revenue	8,853	-	0.0%
City of Sunland Park	2,858	-	0.0%
Village of Hatch	338	-	0.0%
Other revenue	30,156	2,849	9.4%
Investment income	18,235	4,078	22.4%
Total revenues	<u>2,866,343</u>	<u>973,647</u>	34.0%
Expenditures			
Personnel	2,128,116	438,731	20.6%
Temp agency services	70,000	15,745	22.5%
Repairs and maintenance	33,429	4,420	13.2%
Services	283,738	46,752	16.5%
Supplies	187,547	51,946	27.7%
Insurance	61,939	13,699	22.1%
Other	63,504	7,745	12.2%
Capital outlay	-	-	0.0%
Total expenditures	<u>2,828,273</u>	<u>579,038</u>	20.5%
Net income (loss)	<u>38,070</u>	<u>394,609</u>	
Transfer to capital from operations	<u>28,000</u>	<u>-</u>	
Net change in fund balance	<u><u>\$ 10,070</u></u>	<u><u>394,609</u></u>	
Beginning Fund Balance		<u>177,646</u>	
Ending Fund Balance		<u><u>\$ 572,255</u></u>	

Animal Service Center of the Mesilla Valley
 Annual Budget vs. Actual Year-To-Date
 Revenues as of September 30, 2019



**Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
Expenditures as of September 30, 2019**



Animal Services Center of the Mesilla Valley

Monthly Statistics Report-September 2019

INTAKE	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	50	30								80
Returned Adoptions	5	1								6
Seized/Welfare Hold	17	3								20
Strays (brought in by the public)	74	83								157
Strays (brought in by Animal Control)	109	93			1				1	204
Wildlife									12	12
Subtotal City of Las Cruces	255	210	0	0	1	0	0	0	12	479
Doña Ana County										
Owner Surrender	32	4								36
Returned Adoptions	1	1								2
Seized/Welfare Hold	11	1								12
Strays (brought in by the public)	28	18								46
Strays (brought in by Animal Control)	144	105								249
Wildlife										0
Subtotal Doña Ana County	216	129	0	0	0	0	0	0	0	345
Total Intake	505	369	0	0	1	0	0	0	12	888
ADMINISTRATION										
OUTCOME <small>(city and county)</small>										
Admin Missing										
Foster-Escaped	1									1
Foster-Lost Contact	2	3								5
Foster-Stolen From										0
FTA-Escaped	1									1
FTA-Lost Contact	4	1								5
FTA-Gave Away										0
Offsite-Missing										0
Offsite-Stolen From										0
Shelter-Escaped	1									1

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Shelter-Missing					1					1
Shelter-Stolen										0
Subtotal Admin Missing	9	4	0	0	1	0	0	0	0	14
Adoptions	156	94			12		4	1		267
Expired in Care	30	28			1					59
DOA										0
Return to Owner	97	6			1					104
Transferred Out (Rescues)	106	68						1		175
Community Cats (TNR)		91							10	91
Wildlife Release										10
Owner Request Euthanasia	28	7					1			36
Euthanized										0
Behavior - Aggressive - Dog	23	0								23
Behavior - Aggressive - Human	0	3								3
Behavior - Feral										0
Behavior - High Arousal Level	5	0								5
Behavior - Problem Eliminator										0
Behavior - Resources Guarding	7	0								7
Behavior - Timid	1	0								1
Behavior - Timid - Fear Biter	1	0								1
Court Order										0
Medical Issues General	2	8								10
Medical - Distemper - TX	8	0								8
Medical - Distemper - Non TX	1	0								1
Medical - Distemper - Exposed										0
Medical - Feiv										0
Medical - FIV										0
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	1	0								1
Medical - Organ Failure										0
Medical - Parvo - TX	1	0								1
Medical - Parvo - Non TX										0
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	20	8								28
Medical - Respiratory Signs - Non TX	16	6								22
Medical - Ringworm	0	64								64
Medical - Too Old	0	1								1
Medical - Too Young	0	1								1
Medical - URI - TX										0

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Total
Medical - URI - Non TX										0
Rabies Suspect										0
Rabies Suspect - Injured										0
Rabies Suspect - Wildlife									2	2
Rabies Suspect - Sick/Symptomatic		1								1
Severe Injuries - General	2	7			1					10
Severe Injuries - Animal Attack	5	0								5
Severe Injuries - Hit By Car	2	0								2
Space - General										0
Space - Behavior	7	0								7
Space - Medical	16	6								22
Subtotal Euthanized	119	105	0	0	1	0	0	0	2	227
Euthanasia Rate	23.6%	28.5%	na	na	100.0%	na	na	na	16.7%	25.6%
Total Outcome	545	403	0	0	16	0	5	1	13	983

Public Services	City Clinic (includes outside surgeries, vaccinations, and microchips)									0
	County Clinic (includes outside surgeries, vaccinations, and microchips)									0
	Jurisdiction Unknown									0
	Subtotal Clinic In	0	0	0	0	0	0	0	0	0
	Clinic Out (includes outside surgeries, vaccinations, and microchips)	377	81							458

Grand Total	Intake*	505	369	0	0	1	0	0	12	888
	Outcome*	545	403	0	0	16	0	1	13	983

Statistics	Live Release Rate	75.1%	71.2%	na	92.9%	na	100.0%	100.0%	84.6%	74.0%
	Euthanized, Expired in Shelter, DOA	149	133	0	2	0	0	0	2	286
	Average Intake/day	16.3	11.9	0.0	0.0	0.0	0.0	0.0	0.4	29.6
	Average Outcome/day	17.6	13.0	0.0	0.5	0.0	0.2	0.0	0.4	32.8
	Average Euthanizations/day	3.8	3.4	0.0	0.0	0.0	0.0	0.0	0.1	7.3
	Average RTO/day	3.1	0.2	0.0	0.0	0.0	0.0	0.0	0.0	3.5
	Average Adoptions/day	5.0	3.0	0.0	0.4	0.0	0.1	0.0	0.0	8.9

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2019-11**

A RESOLUTION TO TRANSFER \$77,500 FROM OPERATING FUND (7440) TO THE CAPITAL FUND (7441) TO COVER A CASH DEFICIT AND TO COVER UNSPENT CAT ROOM EXPENSES.

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

WHEREAS, the Animal Service Center of the Mesilla Valley is requesting a transfer in the amount of \$77,500 to the Capital Fund (7441); and

WHEREAS, this will be for funding the costs associated with a cash deficit and to account for unspent funds from the Stern cat room donation ; and

WHEREAS, a budget adjustment is required to transfer funds from Fund 7440 to Fund 7441 in the amount of \$77,500 as designated in Exhibit "A";

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

(I)

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

(II)

THAT, once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY20 budget for the ASCMV.

PASSED AND APPROVED this 24th day of October, 2019.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Lynn Ellins, Chair _____ ___yea___nay

Jack Eakman, Vice-Chair _____ ___yes___nay

Kasandra Gandara, Member _____ ___yea___nay

Ramon S. Gonzalez, Member _____ ___yea___nay

Manuel Sanchez, Member _____ ___yea___nay

Gregory Z. Smith, Member _____ ___yea___nay

David Dollahon, Ex-Officio Member _____ ___yea___nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2019-20

Exhibit "A"

	7440 ANIMAL SERVICES CENTER			
	2019-20			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
RESOURCES				
Beginning Balance	\$ 257,515	257,515	0	257,515
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
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	77,608	77,608	0	77,608
Convention Center Fee	0	0	0	0
Auto License - State Shared	0	0	0	0
Fines & Forfeitures	0	0	0	0
Charges For Services	1,490,384	1,490,384	0	1,490,384
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	18,235	18,235	0	18,235
Miscellaneous Revenues	21,263	21,263	0	21,263
Federal Grants	0	0	0	0
State Grants	3,853	3,853	0	3,853
Local Grants	5,000	5,000	0	5,000
Debt Service	0	0	0	0
Total Revenues	1,616,343	1,616,343	0	1,616,343
TOTAL RESOURCES	\$ 1,873,858	1,873,858	0	1,873,858
Expenditures				
General Government	0	0	0	0
Legislative	0	0	0	0
Municipal Court	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
Administrative	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
Operations	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 of the Mesilla Valley	2,828,273	2,828,273	0	2,828,273
Total Expenditures	\$ 2,828,273	2,828,273	0	2,828,273
Other Resources				
Operating Transfers In	1,250,000	1,250,000	0	1,250,000
Operating Transfers Out	(28,000)	(28,000)	(77,500)	(105,500)
Total Other Resources	\$ 1,222,000	1,222,000	(77,500)	1,144,500
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 267,585	267,585	(77,500)	190,085

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2019-20

Exhibit "A"

	7441 ASCMV CAPITAL			
	2019-20			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
RESOURCES				
Beginning Balance	\$ 11,665	11,665	0	11,665
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
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	0	0	0	0
Convention Center Fee	0	0	0	0
Auto License - State Shared	0	0	0	0
Fines & Forfeitures	0	0	0	0
Charges For Services	0	0	0	0
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	0	0	0	0
Federal Grants	0	0	0	0
State Grants	0	0	0	0
Local Grants	37,000	37,000	0	37,000
Debt Service	0	0	0	0
Total Revenues	37,000	37,000	0	37,000
TOTAL RESOURCES	\$ 48,665	48,665	0	48,665
Expenditures				
General Government	0	0	0	0
Legislative	0	0	0	0
Municipal Court	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
Administrative	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
Operations	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 of the Mesilla Valley	65,000	65,000	0	65,000
Total Expenditures	\$ 65,000	65,000	0	65,000
Other Resources				
Operating Transfers In	28,000	28,000	77,500	105,500
Operating Transfers Out	0	0	0	0
Total Other Resources	\$ 28,000	28,000	77,500	105,500
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 11,665	11,665	77,500	89,165