



ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, April 11th, 2019 at 9am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

- I. Call to Order & Pledge of Allegiance**
- II. Roll Call of ASCMV Board Members and Determination of Quorum**
- III. Changes to Agenda and Approval of Agenda**
- IV. Minutes**
 - a. Approval of the Minutes from the regular ASCMV Board Meeting held March 14th, 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 – David Dollahon, Committee Chair
 2. Executive – Lynn Ellins, Committee Chair
 3. Facilities – Greg Smith, Committee Chair
 - d. Zero In 7 Update
- VI. Public Input**
- VII. Chair and Board Comments**
- VIII. Adjournment**

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **March 14, 2019 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

7 Kasandra Gandara - Chair
8 Jack Eakman - Board Member
9 Lynn Ellins - Board Member
10 Ramon S. Gonzalez, Board Member
11 Fernando R. Macias - Board Member
12 Gregory Z. Smith - Board Member
13 David Dollahon - Ex-Officio Member (departed 9:55)
14 Leeann Demouche - Proxy for David Dollahon
15

16 **BOARD MEMBERS ABSENT:**

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

19
20 Ellins: Good morning. It's 9:00. We're going to start the meeting. Please rise for
21 the pledge of allegiance.
22

23 ALL STAND FOR PLEDGE OF ALLEGIANCE.
24

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

26
27 Ellins: Would you please call the roll?
28

29 Baum: Board Member Dollahon.
30

31 Dollahon: Present.
32

33 Baum: Board Member Gandara.
34

35 Gandara: Here.
36

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

39 Smith: Present.
40

41 Baum: Board Member Macias.
42

43 Macias: Present.
44

45 Baum: Board Member Eakman is absent. Board Member Ellins.
46

1 Ellins: Here. We have a quorum.

2

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

4

5 Ellins: Are there any changes to the agenda? None at all. All right the agenda is
6 approved.

7

8 **IV. Minutes**

9

10 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**
11 **February 14, 2019**

12

13 Ellins: May I have a motion to approve the minutes from the last meeting?

14

15 Gandara: Move to approve.

16

17 Smith: Second.

18

19 Ellins: Motion has been moved and seconded. Call the roll please.

20

21 Baum: Board Member Gandara.

22

23 Gandara: Yes.

24

25 Baum: Board Member Smith.

26

27 Smith: Yes.

28

29 Baum: Board Member Macias.

30

31 Macias: Yes.

32

33 Baum: Board Member Ellins.

34

35 Ellins: Yes.

36

37 **V. Reports/Presentations**

38

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

40

41 Ellins: All right, now we will have the presentations from the Animal Control
42 Officers for the County first.

43

44 Ward: Good morning Chair. Board Members. Just to go over real quick the
45 report for our Doña Ana County for the month of February. To go over this
46 on the month of February the officers picked up 213 animals. To break

1 those down, we had 17 owner release dogs, zero cats, 85 stray dogs, 69
2 stray cats, three of them that are welfare cares, seven injured animals,
3 and eight quarantines. On the other side we have the livestock, snakes,
4 and dead animals. So 21 dead animals, two snakes, and one livestock.
5 Which are not anything that would take up space at the shelter.

6 So if we go into the return to owner for February, I mean for
7 January and I apologize for that typo, I see it there now. It's for January. I
8 mean February. It's 105 return to owners. There were 245 animals that
9 were microchipped that were scanned for microchip and of course the
10 ones that weren't scanned are snakes, livestock, vicious animals, and
11 some dead animals. Microchips found were 51, identifications that were
12 traced were 36, and visible ID tags were 12.

13 So just real quick to give you an overall, give you the types of calls,
14 the Animal Control Officers responded to 1,201 calls for service for the
15 month of February. Forty-five injured animal calls, three cruelty calls, 41
16 vicious animal calls, and 21 bite calls. And so I broke that down because
17 the last time Commissioner Gonzales wanted to know who was current
18 and who wasn't. So out of those 25, 17 were bites to other animals, eight
19 were actual bites to persons, and then five of those were current on their
20 rabies vaccination.

21 We educated or got compliance on 110 licensing, 75 permits, 93
22 rabies vaccinations and 61 care maintenance ordinance violations. So
23 with that I'll stand for questions.

24
25 Ellins: Board Member Smith.

26
27 Smith: Thank you Mr. Chairman.

28
29 Ellins: Let the record show that Board Member Smith is now present.

30
31 Smith: Thank you. Yes, Officer Ward, you mentioned livestock that didn't take up
32 space. I just, out of curiosity, was this a chicken, a sheep, or a cow that
33 didn't require housing at the Animal Services Center?

34
35 Ward: Correct. It wouldn't take up normal space like it would for a dog or a cat
36 inside the Animal Services Center.

37
38 Smith: All right. But we don't have the specific this time as to what kind of
39 livestock it was?

40
41 Ward: I don't. I could get that in future reports if you'd like that.

42
43 Smith: I don't think it's really critical. I was just curious, but thank you. In general
44 of course out in the County you're going to encounter things that mostly
45 we're not going to encounter in the City. But just out of curiosity. Thank
46 you, Ms. Ward. Thank you, Mr. Chairman.

1
2 Ellins: What kind of snakes do you pick up?
3
4 Ward: Any snake that we get called for. They're mostly rattlesnakes that people
5 call in for but sometimes they'll call thinking it's a rattlesnake and we'll get
6 there, it might be a bull snake or something.
7
8 Ellins: Do you then release it?
9
10 Ward: We release all the snakes. We don't have them euthanized. We take
11 them somewhere else where there's no human population and we release
12 them out there.
13
14 Ellins: Okay. Thank you.
15
16 Ward: Thank you.
17
18 Ellins: And now the City.
19
20 Jimenez: Good morning Mr. Chair. Members of the Board. I'm the supervisor for
21 City of Las Cruces Animal Control. I will present you with our numbers for
22 February 2019. We responded to 525 reported strays, of those 252 were
23 GOA, meaning the officer didn't have contact with that animal for whatever
24 reason. We apprehended 273 animals, of those 127 were dogs, 108 were
25 cats, and those were impounded at the Animal Services Center.
26 We were successful in field RTOing 38 animals and we were
27 unsuccessful in 48, for a total of 86 identifiable animals. Here is our three-
28 year comparison. As you can see from the graph, we're still pretty
29 consistent over the last three years. And here is our three year
30 comparison for field RTO's. Again really, really we're keeping within our
31 trend. You can see 2017 and this year we're only one off. And I will stand
32 for any questions. Thank you.
33
34 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives**
35 **- Clint Thacker**
36
37 Ellins: Clint. You've got some statistics to give to us?
38
39 Thacker: Thank you Mr. Chair. Before I do go into that, I'd like to turn some time
40 over to Michael Kinney to give an update to the Board about the
41 remodeling project currently at the center. Mike.
42
43 Kinney: Good morning. My name's Mike Kinney. I'm with the City Contracts
44 Administration or Project Manager for the Animal Center, the new addition.
45 Right now the project status is we're about 80% complete. So we got 20%
46 more to go, but that's primarily based upon the billing. We have about

1 another 30 some odd days to go with the new substantial completion date
2 is scheduled now for April 17th. We've had some delay days and contract
3 extension days due to change orders and things of that nature. We're
4 currently on schedule. The last remaining 20%, that's going to be a big
5 20%, going to be a lot happening in the next month. What we call the
6 Phase 1, which was the actual lobby addition, conference room, and the
7 new cat room, that is basically it's 99% complete. And the reason why I
8 didn't put down 100% is because hopefully by tomorrow we will have a
9 temporary certificate of occupancy for the new lobby, the conference
10 room, and the cat room. They have passed inspection for the mechanical,
11 electrical, and the plumbing. We're just waiting on what they call a TCO
12 inspection. And hopefully that will happen today. We're at the state's
13 mercy, but the plan is right now to hopefully have that by Friday afternoon,
14 close of business.

15 And of course the inspection completed, the final is pending, there's
16 some pictures, random pictures. We've got new drinking fountain and of
17 course in the conference room we have new cabinetry. New sink, we
18 have the new millwork for the front counters in. The store front door for
19 the free roaming cat room is installed. The new flooring has been
20 installed. What's called the Flake Floor system and if you haven't seen it,
21 it looks really nice. And so look ahead our plan is, if we get the temporary
22 certificate of occupancy on Friday, then the center staff will start moving
23 into the new area this weekend. The plan is, is to have that transition
24 done on Monday or by Monday that way the contractor can mobilize into
25 the existing area and start their demolition and remodeling. Of course
26 within the next month, part of the job is to have parking lot resurfacing in
27 the back and also one of the dirt lots they're going to be putting gravel
28 down. And then of course the interior, improvements to the offices and
29 then of course hopefully the final inspection. The completion of the project
30 by April 17th.

31 There are a couple of additional projects that I'm assisting with. Mr.
32 Thacker asked me to include this in today's presentation. As you all are
33 probably aware, they've had some issues with the kennels, with the
34 interior kennels with diseases and the humidity and stuff. So Parkhill,
35 Smith & Cooper did a study back in 2011 and also did a design for when
36 they converted the surgical wing I believe over to an HVAC. So we
37 contacted them and they gave us a proposal to do a design for switching
38 over the interior kennels into HVAC system rather than a swamp cooler
39 system and that purchase order is now pending. They have entered a
40 contract with them since they're familiar with the building and they've
41 already done some design work for that.

42 And then Souder, Miller, & Associates, we're issuing a contract with
43 them for the design for the infrastructure for an exterior kennel. If you'll
44 notice over in the aerial picture where I have my little mouse, that's where
45 that vacant area right now, that's where the old infirmary was and the plan
46 is to try to have it designed and construct as much as possible.

1 Infrastructure slab, gas, sewer, water, etc. for some exterior kennels for
2 the infirmary area. And that's covered under a Petco brand. So right now
3 we're in the design phase of those two areas. Any questions?
4

5 Ellins: Is there any public comment?
6

7 Kinney: I'm sorry?
8

9 Ellins: Is there any public comment?
10

11 Dollahon: Mr. Chairman. Michael can you go back one slide?
12

13 Kinney: Yes sir.
14

15 Dollahon: For the members of the Board, on the HVAC design for the interior work,
16 that's being covered by City funds. And we hope to have the design done
17 and as much done out of City funds this year and we're having to phase it
18 based on our budget. And then we'll look at as part of next year's fiscal
19 year budget for the City we're converting the rest of the HVAC in the back
20 unit as much as possible. But we're doing design now out of City funds.
21

22 Ellins: Thank you. Thank you.
23

24 Kinney: Yes sir. Any other questions? Thank you very much.
25

26 Thacker: Mr. Chair and Members of the Board. I apologize for my headwear today,
27 but I had a dermatology appointment yesterday. They removed some
28 cysts off my scalp, so it needs to be covered. And I'd rather have you see
29 this beautiful hat and a beautiful logo rather than a bandage that it's doing
30 its job. So we'll leave it at that.
31

32 Ellins: I want one of those hats.
33

34 Thacker: You can purchase one at the Center. I'll see what I can do.
35 So for February intake for 2019, 354 dogs, 299 cats, six others for a
36 total of 659 total intake for the Animal Services Center. Comparing that to
37 2018, we are less than what it was. That's 659. See that comparison
38 there.
39 The outcomes for 2019, we had 167 adoptions, 106 reclaimed, 271
40 rescued, 123 of the community cats, 81 animals euthanized, live release
41 rate ended at 87.1%, broken out in dogs, cats, and others there.
42 Comparing the outcomes to 2018, we had ended up with a live release
43 rate there as 89.2% and euthanasia at 12.3%. I'm going to go back a
44 slide. So it looks like there's a discrepancy. 87.1% our live release rate
45 and then our next slide when we compare is 89.2%. We'll get that
46 corrected and I'll let you know by e-mail which one is the correct

1 percentage for that. We have rescued 271. That's the biggest difference
2 there for 2018 and the others there.

3 Currently as of yesterday, and this number changes pretty much by
4 the minute, but 2019 we had a total of 460 animals at the Animal Center
5 broken out in dogs and cats there, compared to the 596.

6
7 Ellins: What's the capacity? Maximum capacity.

8
9 Thacker: We don't have a maximum capacity number because it fluctuates so
10 much. We may have two dogs in a kennel, but that kennel could also hold
11 mom and seven puppies. And so we don't, if we were to set a number it
12 would be such a large range that it wouldn't make sense for us to have a
13 number there.

14
15 Smith: Mr. Thacker, if I may.

16
17 Thacker: Yes please.

18
19 Smith: Given the current situation, typically we have more animals per kennel or
20 per space than would be ideal. But we're trying to stay under
21 overcrowding. So the range that Mr. Thacker is talking about is basically
22 that we rarely have a situation where we've only got one dog per kennel.
23 We often have doubling and sometimes more. So that capacity range is
24 quite different and ideally I think we probably would be shooting for a
25 single animal per cage, but we've never been there. Thank you.

26
27 Ellins: Board Member Macias.

28
29 Macias: Thank you Mr. Chairman. Just in light of that though, what is the
30 maximum number of animals that have been ever held recently?

31
32 Thacker: Like the highest number that we've had?

33
34 Macias: Yes.

35
36 Thacker: I'd have to look back and compare through the years and months of what
37 we had. 596 in February of 2018 was a really high, high number.

38
39 Macias: 568?

40
41 Thacker: It was 596 I believe. Yes 596 in 2018 of February is what this number
42 states. I mean don't get me wrong, I personally believe and so do many
43 others that we are overpopulated at the Center and we are continuing to
44 get that number down as those numbers show. However, with that we are
45 also doing our best and, I believe, giving adequate food, water, shelter,
46 the minimum care, as needed for the animals.

1
2 Macias: All right. Mr. Chairman, this slide that you have up now has the 596
3 number from 2018. Although, is this a February to February comparison?
4
5 Thacker: Yes.
6
7 Macias: So February a year ago was the highest that you were at in 2018 at the
8 596.
9
10 Thacker: No. It's a comparison to February of 2018. So February of 2018 there
11 was 596.
12
13 Macias: So I think I was asking what was the highest number say last year or
14 within the last 12 months.
15
16 Thacker: And I'd have to get back to you. I can tell you it would be in the summer
17 months because that's the most time that we have the busiest. The
18 Animal Control Officers are the busiest and most active. But I can for sure
19 get that number to you and get back what the highest monthly population
20 total was.
21
22 Macias: Thank you Mr. Chairman. Although, Mr. Chairman, if you'll permit, can I
23 ask you about the rescued number that you were showing?
24
25 Thacker: Yes. Yes sir.
26
27 Macias: Do the animals that are listed as rescued to the best of your knowledge,
28 do they remain that way?
29
30 Thacker: As in what the outcome of the animal is after they leave us?
31
32 Macias: Yes.
33
34 Thacker: I know generally that we get reports back every now and then. We get e-
35 mails with pictures that they've been adopted. Pictures that they've had
36 additional vet treatment. But as far as, no I don't know the outcome of all
37 of them. No. But I would say that they're rescued for a reason. And
38 those rescues are taken seriously. So we also hear every now and again
39 of something that's been euthanized because of illness or sickness,
40 something like that.
41
42 Macias: Okay, but some of the rescued could end up in the euthanized category.
43
44 Thacker: They could, but it's very rare.
45

1 Gandara: Chairman Ellins, if I may? Clint? Mr. Thacker, I have the annual report if
2 you want to refer to it in terms.
3

4 Thacker: That would be great.
5

6 Gandara: Can I give this to you and then you can answer those questions by Board
7 Member Macias? Thank you.
8

9 Thacker: Mr. Macias, were you looking for the month?
10

11 Macias: Well, no I'm looking actually for the number. Just as a follow up to the
12 Chairman's questions in terms of what is the capacity? I mean, what's the
13 peak that you've hit in the last 12 months?
14

15 Thacker: Well this is the intake numbers. It doesn't show the actual population at
16 the time. So the yearly report won't give me that information. Thank you
17 for that. So I'd have to get back to you on what the population at that time,
18 the highest that we've had for that.
19

20 Macias: And does it show you anything related to the rescued in terms of whether
21 they stay that way or not? It's that, I was hoping that you might describe
22 because the February slide that you're showing here, there were fewer
23 adoptions, fewer reclaims, but then a surge in rescued. So are you able to
24 maneuver a greater number of rescues or that's what your number is at
25 consistently?
26

27 Thacker: We're able to do more rescues because in February of 2018 we had not
28 formed our partnership with a rescue in Phoenix that is taking a lot of our
29 animals. That was formed in the summer time. So that's why, and to this
30 date we still have that excellent relationship. And today 54 animals are
31 actually leaving to go there in Phoenix. So standardly that would be about
32 the right number is the 270. So we have increased our rescues.
33

34 Macias: So if you're hitting a concern in terms of the population at the Center, are
35 you able to become more aggressive in terms of the rescued category and
36 thereby diminish the population within a short period of time?
37

38 Thacker: We would be able to reduce the population but not to the point where we
39 would like to see it. Not by one dog per kennel. And it's the whole
40 outcome of it. Rescues are increased yes, but until we have three or four
41 times as many reclaims and the same as adoptions, we're not going to be
42 able to empty that shelter out.
43

44 Macias: All right. Thank you Mr. Chairman.
45

46 Ellins: Clint, Community Cats, are those TNR's?

1
2 Thacker: Yes sir. So our volunteers continue to be a huge force in the Animal
3 Services Center. In fact, this year or this last month they played a big role
4 with us. Here are the college kids that came out in Office Max. Our first
5 time ever we were there. Had a great adoption event at Office Max in
6 February. 437 total hours and total volunteers on our record is 272.
7 They continue to help us in vast many ways at the Animal Center.
8 The offsites and adoption events are probably the biggest area where they
9 can help us because we do not have the man power to do all of these
10 different locations and have the dogs out and care for them.
11 So fosters right now, we have 15 families that have 33 animals.
12 And fostering is always very important for us. As able to get an animal out
13 that is either special care or needs some type of special handling and they
14 can hold on to those animals for us.
15 The Silicon Valley Cat Flight that occurred was not able to be done
16 if it wasn't for the volunteers specifically. We were up at four o'clock in the
17 morning. There were only three staff members, four because I was there,
18 kind of. Four staff members there, the rest of everything you're seeing
19 was all volunteers. They woke up early in the morning, brought their cats
20 in, we were able to tag the carriers, get them out into the large van. They
21 were able to be, all the cats had to be, I believe it was 78 cats that we
22 were able to get out. They all had to be tagged. All the carriers had to be
23 tagged. And then they were taken by employees and a volunteer to the El
24 Paso airport where we teamed up with the El Paso Animal Services. And
25 we were able to send out all of these cats and dogs. The flight that was
26 going on was amazing, they were doing over 900 animals just that
27 weekend. So they were literally landing, reloading, and taking more
28 animals all across the United States.
29
30 Ellins: How are these activities financed?
31
32 Thacker: It was a volunteer. The rescue contacted us. Actually Silicon Valley
33 Animal Services contacted us and requested it. So this was a donation by
34 these individuals that own the plane and own the organization.
35
36 Ellins: So they carry the burden of the cost themselves.
37
38 Thacker: Correct. The only pay that we had for this was just a little bit of overtime
39 for two employees. There are some of our cute kids.
40 Some of the initiatives we're doing for spay and neuter, mainly at
41 the facility. Right now we have 146 animals in the foster to adopt program
42 and that number continues to decrease as we are focusing more and
43 more on sterilizing our animals at the Animal Center prior to adoption.
44 The foster to adopt program is when somebody comes in, adopts an
45 animal that is not sterilized yet, so it's not 100% complete on adoption.
46 They pay a fee for the sterilization and they're given a time to come back

1 in when we can fit them in and then the animal is sterilized and at that time
2 then the adoption is finalized and we give them the rest of the paperwork.
3 So our total surgeries, 341 for February of 2019.

4 Our educational initiatives: the visitors. We're always doing
5 education with visitors coming in, talk to them about their pets, the breeds
6 that they're looking at, the animals that they're looking at and so on. So a
7 total of 1,395 came in to the adoption office area for reasons that would
8 qualify for the adoption. The biggest one was the 1,114 looking to adopt.
9

10 Ellins: I have a question about that. Do you do any interviewing or do you have a
11 program in which you determine whether the person wanting to adopt is fit
12 to adopt?
13

14 Thacker: We do a questionnaire as a sit down conversation with them and we just
15 ask them simple questions and talk to them about, we always reserve the
16 right to say no, this animal is not for you. But the majority of it is yes they
17 are eligible for adoption. But yes we do have a little bit of a system where
18 we talk to them.
19

20 Ellins: And when you say no, what happens?
21

22 Thacker: They get upset and we can offer another animal. It's not just "no, it's not
23 going to happen" it would be a "you know, I really believe that this animal,
24 this Weimaraner is not the best fit for you in your small apartment. How
25 about we look at a smaller breed that might fit more of a lifestyle that you
26 have." So it's part education, part redirecting that our counselors do.
27

28 Total visitors are 2,462 and that is again, down from February 2018
29 and again we're contributing that to the construction. Right now it's just
30 not a pleasing place to visit with the small quarters and also we have
31 some people walk up and they don't know where to go to get in, even
32 though there's always arrows that point where to get into the Center. We
33 have some people that I've seen just turn around and we have to go get
34 them and say we are open. However that is going to change in the next
35 few months. Which we're really excited about.

36 Our community outreach we continue to do on the radio stations
37 and a great advertising campaign with Wilson Binkley. We're working right
38 now with Wilson Binkley about doing a new radio spot. And you might
39 have heard the old one that we had. Guy is talking about his kid being
40 sick, and I'm just going to leave him out there, there's no reason to have it.
41 We have great feedback from that one. Everybody loves that kind of
42 tongue in cheek method. This time we're going for a more information to
43 come visit the Animal Services Center and it's a gentleman at the dog park
44 with his dog and the lady asks him "what's the dog's name?" and he says
45 "Numbers". And she goes "Numbers?" and the guy goes "yeah, Numbers.
46 It's great, I got him from the Animal Center." And then it talks a little bit
about how great the Animal Center's doing as far as improving their

1 numbers. And then talks a little bit about that and talks a little about the
2 new Center. The new Center remodeling and they should come and see
3 it. And it also, at the end, it's pretty funny, she says "well numbers don't
4 lie, you're a good boy, aren't you Numbers?" Just a fun cute thing of
5 telling people to come and see us and also to be responsible pet
6 ownership is what it talks about. So we're hoping to see a good increase
7 from that. And you'll be seeing that coming out in the next few months on
8 the radio as well.

9 Dog'Cruces magazine and American Classifieds, they both always
10 continue to be a great example or great partner with. Our website,
11 Facebook, we can do so much on our Facebook that that is probably
12 where we get most of the information out. The downside to the Facebook
13 program however though is that they're already animal lovers and so we're
14 sending out messages of 'spay and neuter', 'spay and neuter', 'do this', 'do
15 that with you pets', 'take your pets for a walk', and these are individuals
16 that they like us already, so they're already doing those things. So it's a
17 matter of getting those people to share these messages. And when they
18 share them, it goes on their Facebook feed so everybody that's friends
19 with them can see it. So we continue to ask for the Facebook posts to be
20 shared.

21 Our senior program is, we thank DACHS very much, that's Doña
22 Ana County Humane Society are working with the seniors. And that's
23 where an individual who qualifies as a senior citizen can get a discount of
24 adoption for dogs and cats. We enjoy working with them for that.

25 There's some more of our kids. And that's the end of the slideshow
26 that I have. Any questions?

27
28 Ellins: I have a question. As you recall we had a tumultuous meeting in January
29 followed by a meeting in the parking lot where things seemed to come
30 together. And last month you said that the attitudes have improved. I'm
31 just wondering what's the current status? Has things changed, is it getting
32 better or what?

33
34 Thacker: It is getting better. Unfortunately Mr. Comeau, Ron Comeau had to retire
35 from doing major rescue work due to his health. He has an individual in
36 place that's going to take that over. Her name is Lisa Westbrook. She
37 was in just yesterday. Her and I had a great conversation just at my
38 doorway. She said that things are going great, it's great to work with our
39 adoption and rescue coordinators, Donny and Elizabeth. So that
40 connection's still there. We had a great sit down meeting with Carla Baker
41 and talking about some of the programs she'd like to see. We just had to
42 tweak the current program just a little bit where we're going to do vaccines
43 for the animals coming into the Center. It's a growing living thing,
44 relationships are. And you have to continue to grow with it and work with
45 it. Thank you.

1
2 **C. Committee Reports**
3

4 **1. Finance - David Dollahon, Committee Chair**
5

6 Ellins: All right, next item on the agenda is Committee Reports: Finance. Board
7 Member Dollahon.
8

9 Dollahon: Mr. Chairman, we didn't have a formal Finance Committee report, well we
10 had a very brief one. That was because we're also waiting on full
11 membership of the advisory committee. Mr. Josh Saffell will be giving the
12 monthly financial report for the period through February. As part of this,
13 please bear in mind these are February numbers without the budget
14 adjustment that is to be reflected on a resolution later on today's agenda
15 item.
16

17 Saffell: Good morning Mr. Chair. Members of the Board. On behalf of the
18 Finance Department I would like to present the unaudited financials as of
19 February 2019. On the balance sheet, if you have your packet in front of
20 you, that will be page one, the Statement of Net Positions is where we
21 have these numbers from. The general fund is showing about \$411,000 in
22 cash and \$91,000 in receivables. Total liabilities in the general fund are at
23 about \$53,000. The fund balance is at \$450,000 total with \$199,000 of
24 that being unassigned.

25 Our operations, this is page two, Statement of Revenues,
26 Expenditures, and Changes in Fund Balance. The general fund is
27 showing about \$2,027,000 in revenues and \$1,798,000 in expenditures.
28 So that left a net change of \$239,000 to our fund balance. The revenues
29 are at 69.6% of budget which is above our target parameter of 66.7% and
30 expenditures are at 59.8% which is below the parameter of 66.7%. We're
31 doing pretty good there. Here we show our actual revenue compared to
32 budget and of course actual revenue of \$2,027,000 is mainly due to Doña
33 Ana and City contributions as per the Joint Powers Agreement. In the
34 expenditures comparison we can see that the majority of expenditure
35 items are underneath that parameter of 66.7%. There is however one
36 category which is significantly over the budget target and that of course is
37 repairs and maintenance. This one's been kind of over for the last couple
38 of months. The reason being of course is for vehicle repairs that were
39 done as well as construction. And it also includes installation of electrical
40 receptacles and conduits for five computer stations. So that went up a
41 little bit because of that.

42 For our Capital Projects Fund, we see cash of \$418,000, a liability
43 of \$77,000, and of course that's money that we received in advance for
44 the PetSmart grant. And then our restricted cash balance is \$50,000 and
45 a committed fund balance of \$290,000. That concludes the February
46 financial report. Are there any questions?

1
2 Ellins: Apparently not. Thank you.
3

4 **2. Executive - Lynn Ellins, Committee Chair**
5

6 Ellins: The Executive Committee Report. I have nothing to report. I tried to pull
7 together a meeting but I just could not reach everyone or when one
8 person was available somebody else wasn't. So I will try and pull together
9 a meeting for next week. Thank you.
10

11 **3. Facilities - Greg Smith, Committee Chair**
12

13 Ellins: Board Member Smith, facilities.
14

15 Smith: Thank you Mr. Chairman. We have some more issues with facilities
16 meeting, but Mr. Thacker and I met and I neglected to call in Board
17 Member Gandara. But one thing I do want to comment on is the fact that
18 the Finance Committee gets to pull together the report that they have
19 along with Mr. Saffell. And I would like maybe for us to consider doing
20 something similar when we get reports from the architects or from the
21 people at the City. I do have a couple of things to add in addition to what's
22 been shared already. Mr. Thacker, are we still looking at April 27th given
23 the 17th is the completion day, as the grand opening?
24

25 Thacker: I'm very hesitant to put down a grand opening day on the 27th. The cat
26 cages have not been ordered quite yet and also the furniture has not been
27 ordered yet. We ran into some issues on both of those. So we're thinking
28 probably the earliest the first week in May.
29

30 Smith: All right, well thank you. Let me just check on a couple of other things
31 while you're still there at the podium. Are you still going, or did you have
32 the meeting that you had mentioned to me on the sixth about the GO
33 Bond? We met after that, so that meeting did occur. And then you said
34 that the RFP went out on the 3rd of March for the architects. And of
35 course the HVAC has been mentioned already and the RFP and the study
36 and those things. So basically we're still looking to find some architects,
37 or an architect to take on the building project from the GO Bond. But
38 those things have been put in place as far as putting the RFP out and
39 getting that information out. I have nothing else to share Mr. Chairman.
40 Thank you. Thank you Mr. Thacker.
41

42 Thacker: Yes. And if I may, the company that we're working with for the GO Bond
43 has set a completion date for the new Center of late July 2021. It's when
44 they're expecting the completion and I'm going to hold them to it.
45

46 **D. Zero in 7 Update**

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Ellins: Zero in 7 update.

Gilbert: Good morning. I'm Jean Gilbert, secretary for the Coalition for Pets and People. And here is the Mission Statement which was adopted March last year, year before that. And here are the community organizations that will be represented in the slides. I'll give you a minute to read them. And here are the activities for February for the Coalition. Members attended the Animal Care Task Force. There was a microchip event in Radium Springs on February 23rd and Rick Hahn, chair of the Coalition, and Elaine Stachera represented the Coalition working with APA and the Animal Services Center.

The Coalition had a meeting February 26th and Jackye Meinecke gave a presentation on Transport Team for Cats and that's the information that I just handed out. Rick has been drafting a pamphlet on microchipping for circulation and he's been consulting with a variety of people in the community that are involved in microchipping and we hope to have that ready for circulation when we have a booth at the Volunteer Fair. Here are some of just the highlights of Jackye Meinecke's Transport proposal for cats. I'll give you a minute to kind of scan that. Largely Jackye is looking for volunteers to work in this capacity and so, where the Coalition and where a lot of us come in is helping Jackye to pitch it and finding the places where we can.

Here are some of the events coming up and they will be represented with event flyers here in just a minute. Kitty Glitter is this weekend and that is sponsored by project Save a Kitten. Which date backs this project Save a Kitten has been in a fact five, six years. It dates back to Dr. Beth, so it's been a very successful fundraiser raising money for cats here. Here's the City of Las Cruces Volunteer Fair which the Coalition will be involved in.

Humane Society of Southern New Mexico, here are stats for the month of February, five adoptions. We average at least 100 calls to our pet help line and those calls result in anywhere from three to five to perhaps more return to owners through microchip scanning. The Humane education, we did 33 sessions and Cans 4 Critters, can is the money that we've raised is over \$8,000 helping 175 animals. And HSSNM has done over 6,600 microchips since, I believe, 2014.

There is one of our cat adoptions and I had the good fortune to bump into this nice group of college students. I was going to Pet's Barn because Pet's Barn is a contributor to Cans 4 Critters, and when they have enough cans they call me. And I met this fine group and they were doing pet food donations that went to Meals on Wheels for seniors that have Meals on Wheels. So they could offer pet food for those people.

This is some of the education work that HSSNM has done. Our critter connection program involves animals so there you see Georgie at the Boys and Girls Club and Tessa at Oate High School. The books in

1 the middle are some of the curriculum we use. We did an anti-chaining
2 unit and we also did one on the value of rescue and giving children some
3 awareness of what puppy mills are.

4 Here is SNAP's report. The number of vouchers they've issued for
5 January and February and then the number of dogs and cats that have
6 been spayed and neutered. Then the vouchers that have been redeemed
7 at their clinics. SNAP has been holding two clinics every month and there
8 are their March clinics. I don't have an update as to what's coming up for
9 them. Here's a picture of a couple of the dogs that were spayed and
10 neutered at their clinic. Here you see Rachel Snow who presented the
11 PowerPoint last month and she's the SNAP event coordinator. This is an
12 example of collaboration with local business. But Kat Lacy, who is the
13 owner of Better Life Pet Foods, they have a loyalty program with their
14 store and when you purchase food you can accumulate so many points.
15 And if you're so inclined, it depends on how you want to use your points,
16 but one of the really wonderful things is, is that you can redeem your
17 points to go towards a spay and neuter or grooming, or there are three
18 organizations, SNAP, Doña Ana County Humane Society, and APA are
19 the three that you can contribute your loyalty points to.

20 Here are APA's stats for February. Their intake 24. adoptions 22,
21 microchippings 16, and their transfers were 10. Here are photos of a
22 couple of their long-term cats that were adopted and a picture of one of
23 the dogs that was adopted. APA has added to their programs and
24 services a dog obedience training. This here is a photo of their second
25 class that they've offered. You can see Doug Baker. He's pretty much
26 center there. He is the person who not only leads their dog obedience
27 trainings, but he's also the one that does the PAWS program out at the
28 prison.

29 Here's an example of a pet who needed quite a bit of recovery time
30 with a URI resistant kitty who had a long recovery time. It ended up being
31 adopted by his foster family. Garfield. APA has started a thrift store and I
32 think this has been mentioned in previous reports, but for March there are
33 the dates and there is the location there; 1150 E Las Cruces Ave. So it
34 will be this coming Saturday, they will be holding a thrift store event.

35 Safe Haven, here's a picture of a couple of their adoptions in
36 February. Luke pictured left, and Memphis pictured right, with their
37 families. Both of them hitting the jackpot. This is another example of call
38 it partnership and sharing of services. We had a school, Conlee
39 Elementary, that contacted the Humane Society and we weren't able to
40 cover the entire week of bringing animals so we contacted Safe Haven
41 and Trisha Quillen and Marsha Franke, who's pictured here, did part of the
42 presentations for that week. Safe Haven does a courtesy chip check
43 every second Saturday at Farmer's Market. Which is a great, great
44 service. It lists there what all the reasons are to check the chip. To make
45 sure it's still working and that the chip information is current and if it's
46 registered and so on. Safe Haven did 110 spay and neuters at their clinic

1 February 22nd and 23rd. There are some photos of some of the animals
2 that were spayed and neutered at that. Very successful clinic with asset
3 vet.

4 Doña Ana County Humane Society, and I know Clint referenced
5 that in his report. Here are a couple of the animals that were recently
6 adopted through their Pets for Senior. Doña Ana County Humane Society
7 also offers an animal relief fund and there are a couple of pets that were
8 helped through that fund. Doña Ana County Humane Society and SNAP
9 partnered to bring Yappy Hour which starts in March and goes through
10 October. Their March one is coming up on the 20th and it will have a
11 really fun theme; Grease. Doña Ana County Humane Society will be
12 doing a Paws and Claws road rally April the 27th and there's all of the
13 information there.

14 Broken Promises Southwest, they've done approximately 10 TNRs
15 so far for the year and they've started a new program called Highway to
16 Health. They've helped about 12 animals through that program. I think
17 Highway to Health is going to be in the next slide. But here are a couple
18 of animals that they have TNR'd. One, a very nice surprise for them, was
19 a cat that was already done in the year so they could basically just turn the
20 cat back out. That doesn't happen too often and obviously it wasn't one of
21 theirs or they would've known. Biscuits and Broken Promises Southwest
22 also offers an adoption program and this is one of their cats that was
23 recently adopted by a foster. Here is the Highway to Health program that I
24 mentioned and they are intending to save more lives through this program
25 which is a partnership with the Animal Services Center. Mostly they help
26 those that have treatable ailments like the upper respiratory infection and
27 so on. These are three cats very much in need of that help.

28 Cherished K-9, they hold an adoption event the first Saturday of
29 every month at Pet's Barn and they average showing anywhere from 35 to
30 40 animals at a time. Carla has told me they average anywhere from two
31 to five adoptions every week. Here she is with one dog that she
32 intercepted at the Animal Services that Keesha, and now you can see her
33 pups there that were fairly recently transferred through Mom's and Mutt's
34 Colorado rescue. And of course that is Carla Baker there pictured with
35 Keesha. They helped a total of about seven pregnant moms and fostered
36 and promoted the adoption of approximately 53 puppies this past month,
37 which is a lot. Cherished K-9 adoptions during February included the
38 foster dog on the right who found a forever home in Colorado. The others
39 were local. Alvin, and forgotten the names of the two that look like they're
40 both dachshunds. One might be a long haired and the other short haired
41 dachshunds.

42 Tails, Apache, you know Mr. Ellins, you were asking about follow
43 up on animals and what the outcome is. This slide here you see Apache
44 and Katharine and they were guests at the Last Litter Inn when that was in
45 operation through Kelly Barker. They both went to Colorado on a flight
46 and Apache was recently returned from the Wood River Animal Shelter.

1 So this is an example of follow up from the rescue organizations. The dog
2 is back here in Las Cruces now and residing with a foster and then she'll
3 go into service training and probably be adopted here.

4 Cupid is a minpin/dobie, Tails from the Shelter, UNcaged Paws,
5 they are still doing foster and adoption work. This is an example of one of
6 their animals they have that is in need of a home or a foster.

7 Forever Homes Animal Rescue arranges transport for a lot of
8 animals including animals from the Animal Services Center. Here's a
9 picture of a couple from the Animal Services Center that were helped.
10 One went to Phoenix rescue and the other went to Odessa, Texas. Jamie
11 Jones is the Las Cruces coordinator. And Forever Homes Animal Rescue
12 is home based in Alamogordo. Another slide on Forever Homes Animal
13 Rescue. You might remember the Deming that was called Ruff Ruff
14 Sanctuary in Deming. There were many people here in our community
15 that helped that situation anywhere from I want to say approximately 70
16 dogs that were living in very bad conditions. Some that were rescued
17 here were helped. The Humane Society of Pike's Peak in Colorado
18 Springs accepted 10 of the dogs and they are happy to report that they
19 were all adopted. This dog was vomiting gravel when he arrived at their
20 facility and when they did surgery they found out that he had patient
21 plastic pieces in his stomach. Then he was adopted by this wonderful
22 couple here.

23 The Dog Park Coalition, their board of directors met mid-month to
24 plan annual goals and here are pictures of people at the park. In addition
25 to maintaining the park they have their monthly wash downs. They hold
26 events and they do a lot of advocacy work by social media for lost and
27 found and for animals that need homes and those that are impounded at
28 the Animal Services Center.

29 The Las Cruces Pet Network advocates for animals in need like this
30 mom dog here who was intercepted in the parking lot at the Animal
31 Services Center by Cherished K-9. But the Las Cruces Pet Network right
32 away picked up on this notice sending out an alert to find fosters and
33 adopters for the puppies. The two people that lead the Network are Dee
34 Dougil and Miranda Meyer, and their contact info is there. That's the end.
35 Thank you. Any questions?

36
37 Ellins: Board Member Macias.

38
39 Macias: Thank you Mr. Chairman. Ms. Gilbert, if we could go back to that slide
40 where you were showing the number of vouchers that were issued.

41
42 Gilbert: SNAP, okay.

43
44 Macias: There seem to be, when the vouchers are issued, they're issued to people
45 who have expressed an interest in having their animal spay or neutered.
46 Is that correct?

1
2 Gilbert: There are people that income qualify. SNAP has certain requirements
3 and they have to bring in that info in order to qualify.
4
5 Macias: Is there a difference? I had trouble seeing the numbers earlier. Is there a
6 difference between the number of vouchers issued and the number
7 utilized?
8
9 Gilbert: That's a good question and there probably are vouchers out there that
10 have not been redeemed. That would be a good question to ask their
11 person that sends me this info.
12
13 Macias: Because these numbers aren't the numbers, or are they the numbers
14 utilized? Were there 360 animals that were either spay or neutered?
15
16 Gilbert: My understanding is that the ones redeemed that were actually used are
17 the dogs and cats listed there and also the ones at the clinics. I haven't
18 totaled that to see if it equals, but that's my understanding.
19
20 Macias: Yes. The two numbers, the dogs and the cats equal the 360. But then
21 what does the 72 mean? The vouchers.
22
23 Gilbert: Maybe that is separate. Maybe the people took those to those clinics.
24 That could be the case. Something we could ask.
25
26 Macias: Okay. All right. I was just trying to get a sense as to whether or not
27 everybody utilizes the voucher and if the vouchers are given to specifically
28 people who are requesting and qualify.
29
30 Gilbert: Right.
31
32 Macias: All right. Thank you Mr. Chairman.
33
34 Ellins: Any other questions? Public comment? I guess not.
35

36 **VI. Action Items**

37 **A. Committee Member Appointments**

38
39
40 Ellins: We are now at the action item portion of the agenda and we have
41 Committee Member appointments. But I think we did that last month. We
42 did not?
43
44 Smith: Mr. Chairman, I'm not recalling that we did. Because I frankly thought that
45 we might want to shift around a little bit. But if I've forgotten that we did it,
46 I apologize.

1
2 Gandara: Chair Ellins?
3
4 Thacker: Mr. Chairman if I may. The committees were discussed and talked about
5 and there was a question that Mr. Macias asked about having a
6 representative on one of his committees. We looked at that and the
7 bylaws do state that it has to be a Board Member to do it. I passed that
8 information on to you and the Executive Committee. But there was never
9 a motion, there was never nothing done that says this is the committees
10 that are going to be completed. So it's still up in the air as individuals,
11 members.
12
13 Ellins: All right. Then let's talk about the Finance Committee first. Mr. Dollahon
14 is not here.
15
16 Smith: Ms. Demouche is sitting in for Mr. Dollahon, but she is very admirably, if I
17 may Mr. Chairman, admirably sitting in but she hasn't been to our
18 meetings. So I don't think we could put her on the spot about that. I
19 would suggest, Mr. Chairman that we leave that as it is. I believe we've
20 got, up until this point, Councilor Eakman and Mr. Dollahon on there and
21 previously Board Member Gandara. Who did we have else on that
22 particular one? It might be that that might be a good location for
23 Commissioner Gonzales because we've been struggling to have meetings
24 where he can join us for facilities. I would suggest that that might be a
25 place where he would be happier, but he's not here to speak up for
26 himself. I just know that he's had trouble making it to Facilities meetings.
27 Thank you Mr. Chairman.
28
29 Ellins: All right. I'm not quite sure how to proceed at this point to be honest with
30 you. Mr. Dollahon is the chair of the Finance Committee. Who else was
31 on that committee previously?
32
33 Gandara: Chair Ellins, if I may?
34
35 Ellins: Yes.
36
37 Gandara: I believe Mr. Dollahon, Mr. Eakman, and Billy Garrett sat on the Finance
38 Committee, so it appears we need someone from the County to sit in
39 addition to Dollahon and Eakman. For Facilities it was myself, Councilor
40 Smith, and Commissioner Gonzales. Although we do have difficulty
41 getting him to the meetings. On the Executive it was myself, Clint, and
42 Councilor Smith.
43
44 Smith: And formerly Mr. Williams because he was representing the County. And
45 really, if I may Mr. Chairman, your Executive Committee is pretty much

1 preset by your Chair, your Vice-Chair, and your immediate past Chair. But
2 the other two committees are the ones where we have some flexibility.
3
4 Ellins: Yes, I know I'm the Chair of the Executive Committee and I think Board
5 Member Eakman is the Vice-Chair, as I recall, and Clint. So that one is
6 set.
7
8 Gandara: And myself. Because it's the past chair that needs to sit on the Executive
9 Committee.
10
11 Ellins: I'm sorry, say again?
12
13 Gandara: And myself needs to sit on the Executive Committee because I'm the past
14 chair.
15
16 Ellins: Okay. I was not aware of that. Thank you.
17
18 Thacker: Chairman Ellins, if you'd like to, we have copies of the bylaws and they
19 currently spell out who is to be on each committee. You're more than
20 welcome, I can send that to you. Again the copy of the bylaws was given
21 to you in that Board Member packet. If you'd like to table this and review
22 those, then you know who's supposed to be on what, that's also an option
23 as well.
24
25 Ellins: I would prefer to do that because frankly I haven't received anything by e-
26 mail concerning this meeting.
27
28 Smith: Mr. Chairman, if that will make things easier, I'll move to table until our
29 next meeting so that we can set up these committees and have them fully
30 active and helping us.
31
32 Gandara: Second.
33
34 Ellins: Call the roll.
35
36 Baum: Board Member Gandara.
37
38 Gandara: Yes.
39
40 Baum: Board Member Smith.
41
42 Smith: Yes.
43
44 Baum: Board Member Macias.
45
46 Macias: Yes.

1
2 Baum: Chairman Ellins.

3
4 Ellins: Yes.

5
6 **B. Resolution 2019-02: Adjust the Adopted FY19 Budget**

7
8 Ellins: The next order of business is the adoption of a resolution concerning the
9 fiscal year 2019 budget. I will read the title of the resolution. Excuse me, I
10 had the wrong resolution in front of me. The resolution to adjust the
11 adopted fiscal year 2019 budget allowing for adjustments within various
12 line item budgets and transfer accounts due to final end of year review of
13 revenues and expenditures. Would you address that please?

14
15 Turaki: Good morning Mr. Chairman. Board Members. My name is Brian Turaki.
16 I'm a budget analyst at Office of Management and Budget. I will be
17 presenting the proposed budget adjustment for the fiscal year 2018 to
18 2019 for Animal Services Center of Mesilla Valley. For expenditure
19 adjustments, there are no new programs or policy initiatives and all
20 adjustments are foreclosed and compliance and alignments non-project
21 adjustment enhancement. It is this adjustment was necessary stated as a
22 result of the recently audited beginning balances that was approved. It is
23 generally the routine budgetary business to ensure best practices.

24 Now for the revenue adjustments, we are making an adjustment for
25 fund 7440. We are reducing revenues by \$19,983. Adjusted budget is
26 \$2,822,836. Then for fund 7440 personnel, we're reducing the budget by
27 \$53,555 and adjustments to the budget is \$1,981,797. And for fund 7440
28 operating, we're reducing the budget by \$51,642. Our adjusted budget is
29 \$827,606. And here are Board options.

30
31 Ellins: Is there a motion?

32
33 Smith: I move to approve Mr. Chairman.

34
35 Gandara: Second.

36
37 Ellins: Is there any Board discussion? Any public comment? Would you call the
38 roll?

39
40 Baum: Board Member Gandara.

41
42 Gandara: Yes.

43
44 Baum: Board Member Smith.

45
46 Smith: Yes.

1
2 Baum: Board Member Macias.

3
4 Macias: Yes

5
6 Baum: Chairman Ellins.

7
8 Ellins: Yes.

9
10 **C. Resolution 2019-03: Procurement Adjustment for Henry Schein**

11
12 Ellins: The next resolution which I will read. A resolution authorizing the Animal
13 Services Center of the Mesilla Valley to piggyback contract 16-477D with
14 Henry Schein Animal Health for the purchase of medications and medical
15 supplies in an annual amount not to exceed \$125,000 for one year with an
16 option of four additional one-year periods subject to annual appropriations
17 and renewal. Clint, can you address that? Or your designee.

18
19 Thacker: Thank you Mr. Chair. We will turn it over to budgeting department and
20 have them talk to you about this resolution.

21
22 Demouche: Board Chairman, Board Members. I am the Chief Budget Officer for the
23 City of Las Cruces and I'm filling in for Mr. Dollahon at this time. Before
24 we move on on this particular resolution, I would like to make an
25 amendment to the resolution. It's my understanding that the purchase
26 order and also the contract is not with Henry Schein Animal Health. It is
27 actually with an organization called Butler Animal Health Supply, formerly
28 Henry Schein Animal Health. And the purchase order and the contract will
29 be under Butler Animal Health Supply.

30 In the City of Las Cruces, our procurement it allows a procurement
31 up to \$75,000. What the Animal Service Center is requesting is that they
32 go beyond the \$75,000. They're requesting actually I think up to \$125,000
33 which needs Board approval and they also need asking Board approval to
34 piggyback upon the contract with Butler Animal Health Supply.

35 I apologize, I do not have a presentation for this, but if you have
36 any questions of course we have purchasing here. And if you have any
37 questions related to the use of the medical supplies, I'm sure Mr. Thacker
38 can answer any of your questions. With that Board approvals are yes, no,
39 table, and amend.

40
41 Ellins: We will have to amend the contract to indicate the true recipient. Board
42 Member Smith.

43
44 Smith: Thank you Mr. Chairman. I believe we'll have to move to accept the
45 resolution first and then move to amend. But I also wanted to ask, as long
46 as we're doing a presentation beforehand, if perhaps Mr. Thacker can

1 explain the difference then between the \$75,000 that we had previously
2 and the \$125,000 for this year.
3

4 Thacker: Thank you Board Member Smith. The difference between the two is we
5 are experienced a lot more this year in our medical side as we have
6 medical director came on in 2018. The funds that have been used are
7 ones that are acquiring new medicines, better quality medicines. Instead
8 of getting a generic medicine that can do something, she's purchased
9 specific medicine for the specific one for us to treat a specific ailment.
10 These medicines are more expensive but they are also a lot more
11 effective. We're trusting on her and her expertise. I don't go and I ask
12 what this is for, but I don't question what she's doing and how she's doing
13 it because she's the expert in her area. I can tell you that our animal
14 population is the healthiest that it's ever been. She's doing a phenomenal
15 job and I need to give her those medicines and equipment that allows her
16 to do that good job.
17

18 Smith: Thank you Mr. Thacker. It looks like Board Member Macias has a
19 question or comment so I'll wait to move approval. Thank you.
20

21 Ellins: Board Member Macias.
22

23 Macias: Mr. Chairman, I just wanted to make the inquiry that the money is there to
24 accommodate the increase in budget. That it doesn't require a budget
25 transfer from some other source.
26

27 Demouche: Chairman Ellins and Board Member Macias that is correct sir. There is
28 enough budget in there to go up to the \$125,000. Yes sir.
29

30 Macias: All right. Thank you Mr. Chairman.
31

32 Ellins: Board Member Smith.
33

34 Smith: Thank you Mr. Chairman. I will then move that we accept this resolution.
35

36 Ellins: Second. Does anyone wish to propose an amendment?
37

38 Smith: Yes Mr. Chairman. I would like to propose that we amend article two and
39 replace Henry Schein with Butler and add Supply after Health.
40

41 Gandara: Second.
42

43 Ellins: I'm just being a scrivener, that's all. The amendment has been moved and
44 seconded. Is there any discussion? Any public input? Call the roll on the
45 amendment.
46

1 Baum: Board Member Gandara.
2
3 Gandara: Yes.
4
5 Baum: Board Member Smith.
6
7 Smith: Yes.
8
9 Baum: Board Member Macias.
10
11 Macias: Yes.
12
13 Baum: Chairman Ellins.
14
15 Ellins: Yes. And now we may have a motion to approve the resolution as
16 amended.
17
18 Baum: Board Member Gandara. Sorry, Mr. Smith.
19
20 Smith: Just that we have had that motion where if we're ready, Mr. Chairman to
21 vote, we are at that point.
22
23 Ellins: Call the roll please.
24
25 Baum: Board Member Gandara.
26
27 Gandara: Yes.
28
29 Baum: Board Member Smith.
30
31 Smith: Yes.
32
33 Baum: Board Member Macias.
34
35 Macias: Yes.
36
37 Baum: Chairman Ellins.
38
39 Ellins: Yes.
40
41 **D. Resolution 2019-03: ASCMV Executive Director Clint Thacker Contract**
42 **Agreement**
43
44 Ellins: All right. The last resolution I'm going to read in its entirety because I think
45 it would be appropriate for the public to know the details of this resolution.
46 The title is a resolution amending the contract of Clint Thacker, Executive

1 Director for the Animal Service Center of the Mesilla Valley as outlined
2 below: whereas the Board of Directors of the Animal Service Center of the
3 Mesilla Valley is tasked to represent and address the needs of its
4 residents and the humane treatment of their companion animals and
5 whereas the Board of Directors of the ASCMV is engaged in a long term
6 effort to improve the humane care of animals in Doña Ana County to
7 provide a safe shelter for lost, mistreated, and abandoned animals and to
8 use all available resources to place such animals in safe, loving, and
9 permanent homes and whereas in the interest of these objectives, the
10 Board desires to promote stability in management and security among the
11 employees and whereas the ASCMV Board of Directors complete an
12 annual performance review for Executive Director Clint Thacker in a
13 closed session on February 14, 2019, and whereas his performance was
14 deemed to meet or exceed expectations across all evaluation criteria
15 based on the fact that the overall operation and condition of the Animal
16 Service Center of the Mesilla Valley is satisfactory and is proceeding in a
17 positive direction. Now therefore the Board of the Animal Service Center
18 of the Mesilla Valley hereby resolves that Clint Thacker, Executive
19 Director, be offered a new salary of \$108,350 with an effective date of
20 March 17, 2019. May I have a motion to approve?

21
22 Gandara: So moved.

23
24 Macias: Second.

25
26 Ellins: Been moved and seconded. Is there Board discussion? Is there public
27 comment?

28
29 Smith: Mr. Chairman.

30
31 Ellins: Board Member Smith.

32
33 Smith: Thank you. I just didn't push my button quickly enough. I simply wanted
34 to say that we are in an excellent position and I want to thank, personally,
35 Mr. Thacker for taking it on. There are a lot of challenges and certainly
36 with the numbers that we get and the other issues that happen with our
37 Animal Services Center, his fortitude and his persistence I think have been
38 gratifying at the very least and I think the morale of the personnel at the
39 center has also been a very important point. I look forward to when we
40 not only finish this particular structure, the additions and improve, then the
41 people coming to visit there, but also as we move forward with the GO
42 Bond project that we're going to see even bigger and better, hopefully we
43 do see numbers, but bigger and better operations at our center. So I want
44 to thank Mr. Thacker. I think his increase in salary is well earned and well
45 deserved. Thank you Mr. Chairman.
46

1 Ellins: Clint do you have anything you want to say?
2
3 Thacker: I first want to tell the Board thank you very much. Board Member Smith is
4 correct. It is a hard job as far as all of the requirements that are placed on
5 the Executive Director position. However I want to thank the Board for
6 working forward with me and giving me the allowance and the freedom to
7 make those changes as we continue to move forward. I'd also like to
8 thank the public, the rescue organizations that work so close with us and
9 want the change as well. That's been the liberating feeling, the thing here
10 is that I come into a community with all the organizations that want the
11 change and that's been great to come into too. Most importantly though,
12 I'd also like to thank my co-workers at the center. All the crazy things that
13 we've come up with, the managers and I and things that we're going to do
14 differently and the looks and new logo and all these things that have been
15 for the better, they have accepted with no issues, no qualms, and they've
16 said yes and we move forward. They've been patient with all the changes
17 that we've been doing so they have been fantastic to work with and I hope
18 I continue to work with them for quite some time. Again thank you to the
19 Board, my co-workers, and also the rescue organizations that we all work
20 with. Thank you very much.
21
22 Ellins: Thank you Clint. Next is general public input. That's right, we need to
23 vote on it. May I have a motion?
24
25 Baum: We have a motion and a second already sir. We just need to vote.
26
27 Ellins: All right. Call the roll please.
28
29 Baum: Board Member Gandara.
30
31 Gandara: Yes.
32
33 Baum: Board Member Smith.
34
35 Smith: Yes.
36
37 Baum: Board Member Macias.
38
39 Macias: Yes.
40
41 Baum: Chairman Ellins.
42
43 Ellins: Yes.
44
45 **VII. PUBLIC INPUT**
46

1 Ellins: Now general public input. Step forward please.
2
3 Bryce: Frank Bryce, President of Humane Society of Southern New Mexico. I
4 love to see this Board work in such a positive direction. I do want to
5 praise events at the shelter recently. They've been reaching out to
6 different organizations, including ours. It is moving in a positive direction.
7 Probably not as fast as some of us would like it. Overall, this has been a
8 very good meeting. And even though the last meeting was a little hotter
9 as we get into these discussions, I do think we're moving in the right
10 direction and I appreciate what's going on. I might add real quick, it
11 appears that Director Thacker is allowing some of the people that have
12 been stymied before he got here to do their job in a better manner with his
13 help or his direction, that has to be a positive thing. The one thing I would
14 like to say in a more negative sort of issue is we're sending these animals
15 out on rescue by the numbers. Somebody else is doing that too and we're
16 even in competition for sending rescues out. What I would like to suggest
17 is that the Executive Committee of this Board meet to find out what are
18 those other places doing to take these animals in? What are they doing
19 that we're not? How do we address that issue? I think part of it is going to
20 be spay and neuter, that issues going on right now, but we're working on
21 it. Overall I think this was a good meeting and I appreciate what the
22 Board's doing and what the shelter's doing. They're working very well with
23 us, reaching out and that's a very pleasant change. Thank you.
24
25 Ellins: Thank you. Anyone else?
26
27 Smith: Mr. Chairman?
28
29 Ellins: Board Member Smith.
30
31 Smith: Thank you. I believe Mr. Gayle had his hand up. Did you still wish to
32 speak, Mr. Gayle? Thank you. Thank you Mr. Chairman.
33
34 Gayle: Gary Gayle, volunteer. Been with the shelter 13 years I've been living out
35 here. Just to add a little on the rescue, under the old program, she used
36 to count the rescues basically who were animals that people brought in
37 and filled out the paperwork on that they found and take them back home.
38 That the animals never seen the inside of the building. Usually bring them
39 in for shots and microchip and spay and neuter, but pretty much just stay
40 with whoever found them and then work with the shelter in getting them
41 adopted. I know that was how some of the numbers were referenced as
42 rescue because the animal never spent a night in the facility itself. Being
43 a failed foster, quite a few rescues that was kind of how numbers that
44 were added at that time too. I don't know if Clint's looking at adding that
45 also in the continuing programs. But just heads up how things were done.
46 Thank you.

1
2 Ellins: Thank you.
3
4 Gilbert: Something I overlooked saying in the community.
5
6 Ellins: State your name for the record please.
7
8 Gilbert: Jean Gilbert. Something I overlooked saying in the community animal
9 welfare report and I was reminded with Frank Bryce's comments and Gary
10 Gayle's. Helping to impact or I should say reducing numbers going to the
11 Animal Shelter. Kelly Barker has drafted a proposal called Pet Watch and
12 one of the key items in her proposal, which I will send to the Board and I
13 will send to Animal Control and maybe Clint has already seen it, but one of
14 the things that got my attention reading it is that Kelly would like to see a
15 way of getting where we could work this with the community watch
16 programs. I don't know if there's 20, some 25 that are in existence here in
17 Las Cruces. Your community watch. But would be to identify people
18 within those groups that would want to have microchip scanners that could
19 be the go to people. In other words helping to reduce the number of stray
20 and animals that are out there because those people might even be so
21 inclined as to help foster or we might be able to develop a program within
22 that. So anyway Kelly sent that to the Coalition and we've been looking it
23 over and we really haven't quite determined what would actually, where to
24 start and there are a lot of pieces to it. I will go ahead and send that to
25 you.
26
27 Ellins: Thank you.
28
29 Gilbert: Thank you.
30
31 Ellins: I think we would give it to Clint and he can send it, forward it to us. Is
32 there any additional public comment?
33

34 **VIII. CHAIR AND BOARD COMMENTS**

35
36 Ellins: Is there any Board comment? Board Member Smith.
37
38 Smith: Thank you Mr. Chairman. I do think that to just follow-up on the
39 comments that I made about Mr. Thacker's stewardship at the Animal
40 Services Center. We're at a unique time just with the GO Bond, with the
41 improvements that are being made to the existing building, to the
42 improvements that Mr. Thacker has been able to effect there and I do
43 think that as we look at Las Cruces, as we look at Doña Ana County, as
44 we look at the Mesilla Valley, we're I think, poised at a point where we can
45 actually be that exemplary Animal Services Center that other communities
46 can look at and say "look at what they were able to accomplish." So I hold

1 that out to us as sort of a goal. As sort of a shiny example of where we
2 can be and what we're accomplishing, so let's keep moving forward. Let's
3 work together with the community. We've got great community groups,
4 great rescue groups, our ACO's are upping their game as we go forward
5 and so I think it's a great community effort. Thank you Mr. Chairman.
6

7 Ellins: Thank you Board Member Smith. I formerly was director at Safe Haven
8 seven years and I remember when Zero in 7 first began to take shape and
9 frankly thanks to the work of Commissioner Billy Garrett who is the leader
10 on that. Because I went to some of the first meetings and I thought that
11 this was going to be an obstacle that we probably wouldn't overcome. But
12 since I'm on this Board now and I see the difference from what it was
13 maybe six, seven years ago and what it is today, it's absolutely
14 phenomenal. We didn't have all of these outside groups working together
15 either. They do to some extent because they're all competing to get
16 adoptions and that's just the nature of the beast. But I'm amazed that the
17 progress that we have made to date. Thank you.
18

19 Macias: Mr. Chairman.
20

21 Ellins: Board Member Macias.
22

23 Macias: Thank you. Just as a little bit of an update, I just wanted to alert the Board
24 Members and the public that we're engaged in discussions with the City
25 related to being able to house animals that have been taken into custody
26 related to criminal cases. We're also having some discussions with Mr.
27 Thacker related to being able to house animals that are in custody
28 because of the allegations of having bitten someone in order to perhaps
29 relieve a little bit of pressure and numbers at the Animal Shelter itself.
30 And that we are proceeding with our spay and neuter initiative or pilot
31 project. Our animal control officers have identified the community of Doña
32 Ana and the surrounding areas as the number one contributor of animals
33 to the Animal Shelter. So they've been going door to door talking to the
34 residents and will continue that effort to educate the community in terms of
35 spay and neuter options. And then we have an RFP out requesting
36 proposals to assist the County in terms of implementing that pilot project.
37 Thank you, Mr. Chairman.
38

39 Ellins: Thank you Board Member Macias.
40

41 **IX. Adjournment (10:36 AM)**
42

43 Ellins: Without opposition, I hereby declare we are adjourned.
44

45 BOARD OF DIRECTORS
46

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Lynn Ellins, Chairperson

Jack Eakman, Vice-Chair

Kasandra Gandara, Board Member

Ramon S. Gonzalez, Board Member

Fernando Macias, Board Member

Gregory Z. Smith, Vice Chairperson

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: April 11, 2019 **File #:**
F-19-095

Subject: Animal Service Center of the Mesilla Valley Unaudited Financial Reports for March 31, 2019.

Attached are the unaudited financial results of the Animal Service Center for the period ending March 31, 2019; below are some observations for your consideration:

- The Statement of Net Position (page 1) shows a cash balance of \$383,946 in the General Fund. There are outstanding account receivables in the amount of \$88,776, \$88,636 is due from Dona Ana County and \$140 from the City of Sunland Park. There is an outstanding accounts payable balance of \$529. In addition, The General Fund has \$52,861 in outstanding payroll liabilities.
- The Capital Projects Fund also on page 1 shows a cash balance of \$414,675. There are no outstanding receivables in the Capital Fund. There are \$77,000 in Revenues Collected in Advance for a PetSmart Grant that has not been expended.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are \$2,231,981. YTD operating expenditures are at \$2,032,877 which results in an increase in Net Fund Balance of \$199,104.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 79.1% of budgeted revenues and 70.1% of budgeted expenditures have been recognized. The current budget parameter for this month is 75.0%.
- Temporary Personnel Services expenditures are at 82.6% of budget. These services have been utilized to fill vacant Kennel Technician positions. Vacant positions are currently in the interview process.
- Repair and maintenance expenditures are at 85.2% of budget. This was due to vehicle work order repair, demolition and removal of the existing infirmary structure, and for the installation of the new electrical receptacles and conduits for five computer stations.

- Supplies expenditures are at 80.9% of budget. This was due to animal food purchases, software, and uniforms and safety wear apparel.
- Insurance expenditures are at 81.0% of budget. This is mainly due to worker's compensation premiums.
- The Grants and Donations Schedule on page 7 provides a Life-to-Date Summary of grants and donations.

CC: Terri L. Gayhart, MBA, CPA CGMA Finance Director

Initials: 

CC: Amador Espinosa, Accountant

Initials: 

Animal Service Center of the Mesilla Valley
Statement of Net Position
March 31, 2019 (Unaudited)

| | <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 | \$ 383,946 | \$ 414,675 | \$ - | \$ 798,621 |
| Accounts receivable | 88,776 | - | - | 88,776 |
| Total Current Assets | <u>472,722</u> | <u>414,675</u> | <u>-</u> | <u>887,397</u> |
| Capital Assets | | | | |
| Equipment, net of accum depr | - | - | 237,757 | 237,757 |
| Total Capital Assets | <u>-</u> | <u>-</u> | <u>237,757</u> | <u>237,757</u> |
| Total Assets | <u>\$ 472,722</u> | <u>\$ 414,675</u> | <u>\$ 237,757</u> | <u>\$ 1,125,154</u> |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts payable | 529 | - | - | 529 |
| Accrued wages payable | - | - | - | - |
| Accrued payroll liabilities | 52,861 | - | - | 52,861 |
| Revenue collected in advance | - | 77,000 | - | 77,000 |
| Total Current Liabilities | <u>53,390</u> | <u>77,000</u> | <u>-</u> | <u>130,390</u> |
| Fund Balance | | | | |
| Required reserve | 241,742 | - | - | 241,742 |
| Restricted | - | 50,000 | - | 50,000 |
| Unassigned | 177,590 | 287,675 | 237,757 | 703,022 |
| Total Fund Balance | <u>419,332</u> | <u>337,675</u> | <u>237,757</u> | <u>994,764</u> |
| Total Liabilities and Fund Balance | <u>\$ 472,722</u> | <u>\$ 414,675</u> | <u>\$ 237,757</u> | <u>\$ 1,125,154</u> |

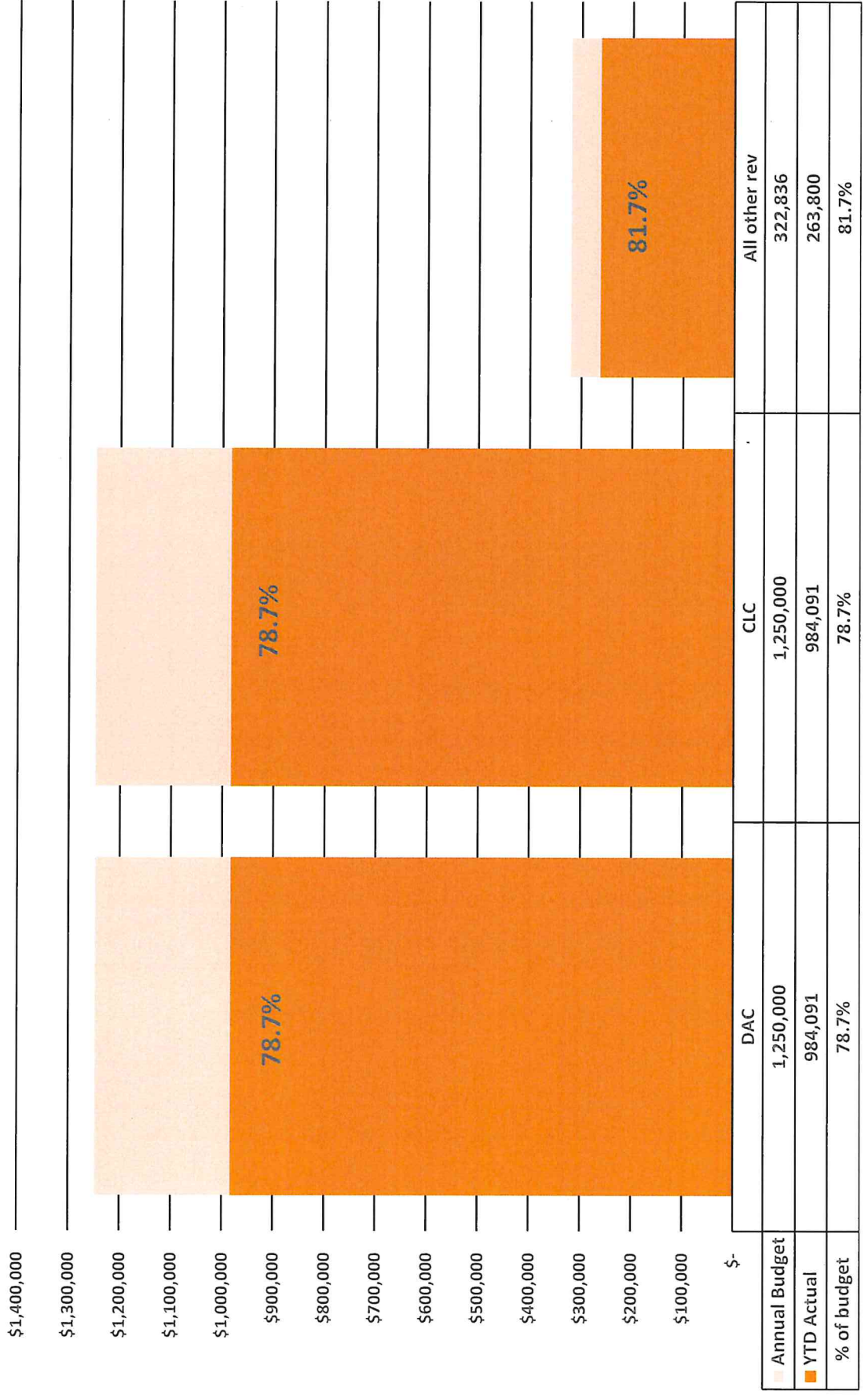
Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
For the Period Ended March 31, 2019 (Unaudited)

| | General Fund 7440 Actual | Capital Projects 7441 Actual | Fixed Assets 9440 Actual | Total |
|----------------------------------|-----------------------------------------|---------------------------------------------|-----------------------------------------|-------------------|
| Revenues | | | | |
| Pet licenses-CLC | \$ 28,135 | \$ - | \$ - | \$ 28,135 |
| Pet licenses-DAC | 12,363 | - | - | 12,363 |
| Vaccinations | 14,310 | - | - | 14,310 |
| Pet micro-chip | 16,060 | - | - | 16,060 |
| Onsite adoptions | 38,470 | - | - | 38,470 |
| Return to owner-DAC | 8,336 | - | - | 8,336 |
| Return to owner-CLC | 18,796 | - | - | 18,796 |
| Spay/neuter | 34,918 | - | - | 34,918 |
| Dona Ana County | 984,091 | - | - | 984,091 |
| City of Las Cruces | 984,091 | - | - | 984,091 |
| City of Anthony | 5,600 | - | - | 5,600 |
| Donations & memorials | 22,050 | - | - | 22,050 |
| Grant revenue | 20,000 | 38,000 | - | 58,000 |
| City of Sunland Park | 140 | - | - | 140 |
| Village of Hatch | 105 | - | - | 105 |
| Other revenue | 25,432 | 38,000 | - | 63,432 |
| Investment income | 19,085 | - | - | 19,085 |
| Total revenues | <u>2,231,981</u> | <u>-</u> | <u>-</u> | <u>2,307,982</u> |
| Expenditures | | | | |
| Personnel | 1,374,297 | - | - | 1,374,297 |
| Temp agency services | 66,068 | - | - | 66,068 |
| Repairs and maintenance | 40,702 | - | - | 40,702 |
| Services | 319,931 | - | - | 319,931 |
| Supplies | 164,319 | - | - | 164,319 |
| Insurance | 43,429 | - | - | 43,429 |
| Other | 24,131 | - | - | 24,131 |
| Depreciation | - | - | 28,235 | 28,235 |
| Capital outlay | - | 715,676 | - | 715,676 |
| Total expenditures | <u>2,032,877</u> | <u>715,676</u> | <u>28,235</u> | <u>2,776,788</u> |
| Net Operating Income (Loss) | <u>199,104</u> | <u>(715,676)</u> | <u>(28,235)</u> | <u>(544,807)</u> |
| Transfers | - | - | - | - |
| Net Change in Fund Balance | <u>199,104</u> | <u>(715,676)</u> | <u>(28,235)</u> | <u>(544,807)</u> |
| Net Investment in Capital Assets | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Beginning Fund Balance | <u>220,228</u> | <u>1,015,351</u> | <u>265,992</u> | <u>1,501,571</u> |
| Ending Fund Balance | <u>\$ 419,332</u> | <u>\$ 299,675</u> | <u>\$ 237,757</u> | <u>\$ 956,762</u> |

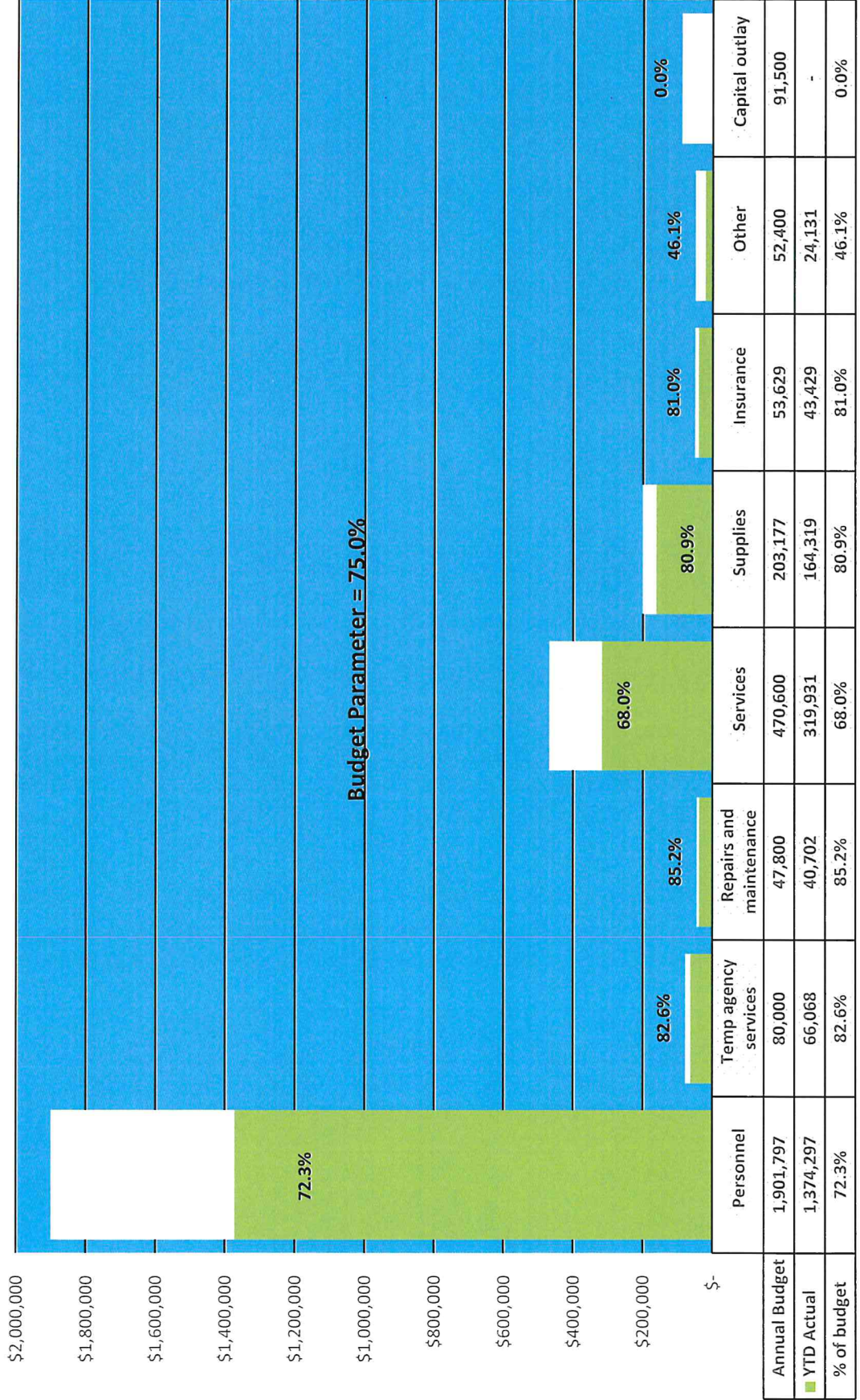
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance - Budget and Actual
For the Period Ended March 31, 2019 (Unaudited)**

| | <u>Budget</u> | <u>Actual</u> | <u>Actual/Bgt %</u> |
|-------------------------------------|---------------------------|--------------------------|---------------------|
| Revenues | | | |
| Pet licenses-CLC | \$ 50,000 | \$ 28,135 | 56.3% |
| Pet licenses-DAC | 18,000 | 12,363 | 68.7% |
| Vaccinations | 18,850 | 14,310 | 75.9% |
| Pet micro-chip | 25,000 | 16,060 | 64.2% |
| Onsite adoptions | 45,000 | 38,470 | 85.5% |
| Return to owner-DAC | 10,000 | 8,336 | 83.4% |
| Return to owner-CLC | 25,000 | 18,796 | 75.2% |
| Spay/neuter | 40,000 | 34,918 | 87.3% |
| Dona Ana County | 1,250,000 | 984,091 | 78.7% |
| City of Las Cruces | 1,250,000 | 984,091 | 78.7% |
| City of Anthony | 3,000 | 5,600 | 186.7% |
| Donations & memorials | 23,619 | 22,050 | 93.4% |
| Grant Revenue | 20,000 | 20,000 | 100.0% |
| City of Sunland Park | 500 | 140 | 28.0% |
| Village of Hatch | 200 | 105 | 52.5% |
| Other revenue | 26,667 | 25,432 | 95.4% |
| Investment income | 17,000 | 19,085 | 112.3% |
| Total revenues | <u>2,822,836</u> | <u>2,231,981</u> | 79.1% |
| Expenditures | | | |
| Personnel | 1,901,797 | 1,374,297 | 72.3% |
| Temp agency services | 80,000 | 66,068 | 82.6% |
| Repairs and maintenance | 47,800 | 40,702 | 85.2% |
| Services | 470,600 | 319,931 | 68.0% |
| Supplies | 203,177 | 164,319 | 80.9% |
| Insurance | 53,629 | 43,429 | 81.0% |
| Other | 52,400 | 24,131 | 46.1% |
| Capital outlay | 91,500 | - | 0.0% |
| Total expenditures | <u>2,900,903</u> | <u>2,032,877</u> | 70.1% |
| Net income (loss) | <u>(78,067)</u> | <u>199,104</u> | |
| Transfer to capital from operations | <u>-</u> | <u>-</u> | |
| Net change in fund balance | <u>\$ (78,067)</u> | <u>199,104</u> | |
| Beginning Fund Balance | | <u>220,228</u> | |
| Ending Fund Balance | | <u>\$ 419,332</u> | |

Animal Service Center of the Mesilla Valley
 Annual Budget vs. Actual Year-To-Date
 Revenues as of 3-31-2019



**Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
Expenditures as of 3-31-2019**



Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
July 2018 Through June 2019 (Unaudited)

General Fund
7440

| | Revised Budget | July-18 | August-18 | September-18 | October-18 | November-18 | December-18 | January-19 | February-19 | March-19 | Total | Actual/Bgt % |
|-----------------------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|--------------|
| Revenues | | | | | | | | | | | | |
| Pet licenses-CLC | \$ 50,000 | \$ 5,234 | \$ 3,556 | \$ 3,046 | \$ 3,664 | \$ 1,580 | \$ 1,975 | \$ 2,629 | \$ 3,379 | \$ 3,072 | \$ 28,135 | 56.3% |
| Pet licenses-DAC | 18,000 | 1,764 | 1,196 | 1,002 | 1,548 | 1,571 | 1,960 | 1,487 | 750 | 1,085 | 12,363 | 68.7% |
| Vaccinations | 18,850 | 2,238 | 1,715 | 1,095 | 1,972 | 1,245 | 1,245 | 1,704 | 1,291 | 1,805 | 14,310 | 75.9% |
| Pet micro-chip | 25,000 | 2,924 | 1,483 | 1,463 | 1,853 | 1,415 | 1,135 | 2,232 | 1,457 | 2,098 | 16,060 | 64.2% |
| Onsite adoptions | 45,000 | 2,632 | 2,295 | 2,390 | 4,210 | 4,677 | 2,147 | 9,680 | 4,107 | 6,333 | 38,470 | 85.5% |
| Return to owner-DAC | 10,000 | 1,076 | 571 | 956 | 1,141 | 502 | 628 | 709 | 993 | 1,760 | 8,336 | 83.4% |
| Return to owner-CLC | 25,000 | 1,977 | 2,026 | 1,709 | 2,142 | 1,830 | 2,148 | 2,150 | 2,620 | 2,194 | 18,796 | 75.2% |
| Spay/neuter | 40,000 | 5,641 | 6,506 | 3,793 | 5,766 | 2,790 | 3,337 | 2,501 | 2,077 | 2,507 | 34,918 | 87.3% |
| Dona Ana County | 1,250,000 | 275,000 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 984,091 | 78.7% |
| City of Las Cruces | 1,250,000 | 275,000 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 88,636 | 984,091 | 78.7% |
| City of Anthony | 3,000 | - | - | - | - | 2,695 | - | - | 2,905 | - | 5,600 | 186.7% |
| Donations & memorials | 23,619 | 4,326 | 1,740 | 5,258 | 1,646 | 1,273 | 1,587 | 1,180 | 1,162 | 3,878 | 22,050 | 93.4% |
| Grant revenue | 20,000 | - | - | - | - | - | - | 20,000 | - | - | 20,000 | 0.0% |
| City of Sunland Park | 500 | - | - | - | - | 140 | - | - | - | - | 140 | 28.0% |
| Village of Hatch | 200 | - | - | - | - | 105 | - | - | - | - | 105 | 52.5% |
| Other revenue | 26,667 | 1,885 | 1,024 | 8,261 | 2,732 | 980 | 7,569 | 1,164 | 906 | 911 | 25,432 | 95.4% |
| Investment income | 17,000 | 2,694 | - | - | - | - | 12,805 | - | 1,890 | 1,695 | 19,085 | 112.3% |
| Total revenues | 2,822,836 | 582,391 | 199,384 | 206,245 | 203,946 | 198,075 | 213,808 | 222,708 | 200,809 | 204,610 | 2,231,981 | 79.1% |
| Expenditures | | | | | | | | | | | | |
| Personnel | 1,901,797 | 100,654 | 141,754 | 144,346 | 133,296 | 233,149 | 168,374 | 152,315 | 154,403 | 146,007 | 1,374,297 | 72.3% |
| Temp agency services | 80,000 | 19,587 | (8,553) | 5,073 | 9,866 | 5,510 | 8,863 | 5,139 | - | 20,582 | 66,068 | 82.6% |
| Repairs and maintenance | 47,800 | 1,424 | 2,050 | 7,853 | 3,228 | 381 | 12,661 | 4,729 | 6,522 | 1,855 | 40,702 | 85.2% |
| Services | 470,600 | 41,810 | 32,738 | 32,141 | 55,762 | 33,113 | 47,718 | 17,757 | 18,879 | 40,013 | 319,931 | 68.0% |
| Supplies | 203,177 | 8,402 | 17,941 | 25,430 | 21,053 | 17,969 | 10,829 | 16,333 | 26,114 | 20,249 | 164,319 | 80.9% |
| Insurance | 53,629 | - | 22,055 | 2,054 | 10,421 | 2,054 | 2,054 | 2,738 | - | 2,053 | 43,429 | 81.0% |
| Other | 52,400 | 2,382 | 1,151 | 3,412 | 3,773 | 2,619 | 1,125 | 4,017 | 1,389 | 4,262 | 24,131 | 46.1% |
| Depreciation | - | - | - | - | - | - | - | - | - | - | - | 0.0% |
| Capital outlay | 91,500 | - | - | - | - | - | - | - | - | - | - | 0.0% |
| Total expenditures | 2,900,903 | 174,259 | 209,136 | 220,309 | 237,399 | 294,795 | 251,624 | 203,028 | 207,307 | 235,021 | 2,032,877 | 70.1% |
| Net Operating Income (Loss) | | 408,132 | (9,752) | (14,064) | (33,453) | (96,720) | (37,816) | 19,680 | (6,498) | (30,411) | 199,104 | |
| Transfers | | - | - | - | - | - | - | - | - | - | - | |
| Net Change in Fund Balance | \$ (78,067) | \$ 408,132 | \$ (9,752) | \$ (14,064) | \$ (33,453) | \$ (96,720) | \$ (37,816) | \$ 19,680 | \$ (6,498) | \$ (30,411) | \$ 199,104 | |

**Animal Service Center of the Mesilla Valley
Grants and Donations Schedule
as of March 31 ,2019**

| Fund | Project | Project Name | Award Amount | Life-to-Date Expenditures | Remaining Balance | Type | End Date | Purpose |
|------|---------|---------------------|--------------|---------------------------|-------------------|----------|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 7441 | 11627 | STERN DONATION | \$ 50,000 | - | \$ 50,000 | Donation | upon completion | The Kern donation provides funding strictly for costs associated with the renovation of the cat room. |
| 7441 | 11628 | PETCO GRANT | \$ 38,000 | 38,000 | \$ - | Grant | fully expended | The grant funds support costs associated with constructing a new adoption lobby, office support space, and renovating existing admin area. |
| 7441 | 11732 | PETSMART RENOVATION | \$ 77,000 | - | \$ 77,000 | Grant | 07/31/19 | The grant funds will be used to construct and renovate the shelter infirmary area, i.e. concrete slab work, plumbing, electrical work. |
| 7440 | 11764 | PETSMART | \$ 20,000 | 20,000 | \$ - | Grant | 8/31/2019- fully expended | The grant funds support costs associated with transportation, vaccination , health certificates , medical treatment. |