



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, May 9th, 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 April 11th, 2019.
- V. Reports/Presentations**
 - a. City and County ACO Reports – City Animal Control and County Animal Control
 - b. Shelter Statistics/Activities – Bernice Navarro
 - 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. Action Items**
 - a. Resolution 2019-05: Accept FY20 Budget
- VII. Public Input**
- VIII. Chair and Board Comments**
- IX. Adjournment**

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **April 11, 2019 at 9:00 a.m.**

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5
6 **BOARD MEMBERS PRESENT:**

7 Lynn Ellins - Chairman
8 Jack Eakman - Vice-Chair
9 Kasandra Gandara - Board Member
10 Ramon S. Gonzalez - Board Member
11 Manuel Sanchez - Board Member
12 Fernando R. Macias - Board Member
13 Gregory Z. Smith - Board Member
14 David Dollahon - Ex-Officio Member
15 Vicki Lusk - Ex-Officio Member

16
17 **BOARD MEMBERS ABSENT:**

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

20
21 Eakman: Thank you so much. Good morning everyone. I'm Jack Eakman. I'm the
22 Vice-Chair of the Animal Services Board of Directors. I wonder if you
23 would at this time all join me in the Pledge of Allegiance.

24
25 ALL STAND FOR PLEDGE OF ALLEGIANCE.

26
27 Eakman: Thank you so much.

28
29 **II. Roll Call of ASCMV Board Members and Determination of Quorum**

30
31 Eakman: Ms. Baum, would you be kind enough to call the roll?

32
33 Baum: Board Member Dollahon.

34
35 Dollahon: Here.

36
37 Baum: Board Member Gandara.

38
39 Gandara: Here.

40
41 Baum: Board Member Gonzalez.

42
43 Gonzalez: Here.

44
45 Baum: Board Member Smith.

1 Smith: Here.
2
3 Baum: Board Member Macias is not here. Board Member Sanchez.
4
5 Sanchez: Here.
6
7 Baum: Board Member Eakman.
8
9 Eakman: Here.
10
11 Baum: And Chairman Ellins.
12
13 Ellins: Here.
14
15 Eakman: At this time I'd appreciate it if there would be a motion and a second to
16 allow Chair Ellins to participate in this meeting by phone.
17
18 Gandara: So moved.
19
20 Gonzalez: Second.
21
22 Eakman: It has been moved and seconded that Chair Ellins be able to attend this
23 meeting by phone. Would you call the roll Ms. Baum?
24
25 Baum: Board Member Gandara.
26
27 Gandara: Yes.
28
29 Baum: Board Member Gonzalez.
30
31 Gonzalez: Yes.
32
33 Baum: Board Member Smith.
34
35 Smith: Yes.
36
37 Baum: Board Member Sanchez.
38
39 Sanchez: Yes.
40
41 Baum: Board Member Eakman.
42
43 Eakman: Yes. I think we were discovering that if three lights are on at the same
44 time, no one is heard, okay. So that's the one quirk about this system and
45 it's a good thing to be Chair, I'm sure. So there is quorum present.
46

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

2
3 Eakman: Are there any changes to the agenda as it was distributed for this
4 meeting? Hearing none, we will proceed.
5

6 **IV. Minutes**

7
8 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**
9 **March 14, 2019**

10
11 Eakman: The first item is approval of minutes of the March 14th Board Meeting.

12
13 Gandara: I move to approve.

14
15 Gonzalez: Second.

16
17 Eakman: It has been moved by Board Member Gandara and seconded by Board
18 Member Gonzalez that the meeting minutes of March 14th be approved as
19 distributed. Ms. Baum, would you take the roll?
20

21 Baum: Board Member Gandara.

22
23 Gandara: Yes.

24
25 Baum: Board Member Gonzalez.

26
27 Gonzalez: Yes.

28
29 Baum: Board Member Smith.

30
31 Smith: Yes.

32
33 Baum: Board Member Sanchez.

34
35 Sanchez: I abstain.

36
37 Baum: Board Member Eakman.

38
39 Eakman: I also abstain.

40
41 Baum: Chairman Ellins.

42
43 Ellins: Yes.

44
45 Eakman: Thank you so much.
46

1 **V. Reports/Presentations**

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

4
5 Eakman: Without objection we will move on to the City and County Animal Control
6 Officers report. Who would like to go first this morning? Very good, we're
7 going to hear from the County.
8

9 Ward: Good morning Board and welcome new Board Member Sanchez. And I
10 will do the report for our Doña Ana County this morning. Okay, let's go
11 ahead and get started. Reporting for our department this morning, for
12 Doña Ana County, this will be our March 2019 Joint Powers report.

13 As always I like to start off with the number of animals that were
14 picked up for Doña Ana County and in March we picked up 203 animals.
15 Breaking that down for you, out of those 203 we had seven owner release
16 dogs, one owner release cat, 90 stray dogs, 54 stray cats, 10 animals that
17 were picked up under care and welfare, 13 injured animals, and seven
18 quarantines. Then to the other side, you'll see a different category of
19 animals. We didn't have any livestock or snakes this past month, but we
20 did pick up 21 dead animals.

21 Going into the return to owners, RTO's stands for Return to Owner
22 in the field. So an officer picks up an animal, they return it to the owner in
23 the field. So for March we returned 76 animals back to their owner in the
24 field instead of going into the shelter. That gives us a year to date of 281
25 animals. We did have our star Animal Control Officer, which is Ray
26 Adams with 17 that he returned by himself. We scanned 211 microchips
27 and microchips found were 44, ID tags that were traced were 32, and
28 visible ID's were 13.

29 So going into the types of calls that we did for March, our officers
30 responded to 1,558 calls for service. Eight cases, we went to court for
31 eight court cases. We responded to 39 injured animal calls, four cruelty
32 calls, 70 vicious animal calls, and 25 bite calls. And breaking it down for
33 you on the bites, seven were human bites and 18 were actual bites to a
34 person, 11 were current on their rabies vaccination. We also educated in
35 the field and got compliance on 56 microchipping licensing, 43 permits, 62
36 rabies vaccinations, and 67 care and maintenance violations.

37 And usually this is about where I stop my presentation but I wanted
38 to bring this additional this time because I thought it was important for the
39 Board to know. I know Mr. Macias last time explained the new project that
40 the County's working on our spay and neuter project. So I wanted to give
41 the Board an update on where we are on that project to let you see. So as
42 of April 8th our officers went to 1,281 homes in the Doña Ana area,
43 because that's the piloted area. At the same time as they're going into the
44 homes, they're giving certificates for free spay and neuters. They're also
45 collecting status information like a census if you'd say, for us at the same
46 time. So during this time, we gathered that there was 884 dogs that were

1 already fixed, 209 cats that are already fixed, and 360 homes that had no
2 animals at all. We had 38 vacant properties and so then we go to the
3 other side where there are dogs that are intact, meaning they haven't been
4 fixed yet. We had 230. Cats that were intact were 24 and then of course
5 we left notices at 283 homes where no one was there. We gave out 111
6 certificate vouchers for the project. So that leaves us with about 254
7 animals out of that 1,281 homes that need to be fixed.

8 So just adding to that, we had a meeting yesterday with our SNAP
9 program and we're trying to just, since this is a brand new project for us,
10 gather what's working, what's not working, and see how we can improve it
11 and what our challenges are. So I thought I'd bring that to the Board too
12 to let you all know. One of the challenges and things that we're working
13 with is lower number of certificates that are getting redeemed. We've had,
14 as reported from SNAP to us yesterday, was 15 animals have been
15 reported as already fixed. We had some households that don't qualify for
16 the free service because SNAP has their own qualifying program and
17 compliance to their bylaws. The program itself is very laborious. There's
18 a lot of time included into this program and if we collected the hours right
19 now that we've put into this program so far we have already approximately
20 inputted 350 hours into the program from our department. So by going
21 through that too funding will need to be adjusted, and then of course the
22 follow up time for the officers. Those are all challenges that we'll face
23 forward from here.

24 Then I wanted to add something different because every month our
25 department goes to a different community and does an educational
26 outreach, which is called our ACES program. For those that don't know
27 what that is, it's a program where we go into a community and we'll
28 saturate a community and go door to door and educate them on any
29 violations we see. But then we come back a week and a half later into
30 that same community and provide resources for them. We provide roll
31 offs for them to come in and dump their trash for free, we provide, like the
32 Coalition for Pets and People come out, they do microchipping, we have
33 vets out there, the shelter comes out there. So it's a combination and a
34 partnership for everyone that we're providing to that community in that
35 rural area that otherwise couldn't get that service done. Then the following
36 month after that, we'll go back into that same community and do a follow
37 up visit and see who's in compliance and who's not.

38 So for February/March we went into the Radium Springs area. We
39 visited 53 properties. We put in 122 hours for the total project. It was
40 about 19 officers if you take the two times we were in there and we saw
41 69% increase from our first and our second project. From going from
42 violation into compliance. The amount of trash that was picked up on
43 those dumpster roll off days was 6.9 tons of tires and 5.5 tons of trash that
44 was picked up. Then just going back real quick to the starting of this fiscal
45 year, La Union was done at 128 hours into the project, 23.6% we saw in
46 compliance from this project. 1.5 tons of trash was picked up and 1.3 tons

1 of tires and trash. Then Salem was the one further back. So 110 hours
2 were put into that project with a 2.5% increase in compliance and 12.17
3 tons of trash was picked up during that time. So with that I'll stand for
4 questions.
5
6 Eakman: Thank you so much Ms. Ward. Are there questions? Yes Board Member
7 Smith.
8
9 Smith: Thank you Mr. Chairman. And Officer Ward, thank you very much. I
10 appreciate the proactive steps that you all are taking.
11
12 Ward: Thank you.
13
14 Smith: I appreciate you going into detail about how you're reaching out and
15 helping community members understand what we're trying to do and how
16 they can help. Looks like there's some ancillary benefits as well. So I
17 appreciate that. The update on that and the information and certainly
18 always, it's distressing to see some of the things that do happen both in
19 the City and the County as far as our animals, but I appreciate the fact that
20 you all are working on making those things better and helping people
21 understand what they can do.
22
23 Ward: Thank you.
24
25 Smith: Thank you. Thank you Mr. Chairman.
26
27 Eakman: Thank you Board Member Smith. Board Chair Ellins, do you have any
28 questions or comments?
29
30 Ellins: No I don't. Thank you.
31
32 Eakman: Thank you. Are there any others? Excellent. Thank you Ms. Ward.
33
34 Ward: Thank you.
35
36 Eakman: And now we'll hear from the City.
37
38 Jimenez: Good morning Mr. Chairman, Members of the Board. I will present you
39 with our March numbers for 2019. We had a total of 454 reported strays
40 for the month of March. 244 of those were GOA, meaning that the officers
41 did not have contact with those animals. 210 were apprehended, 137
42 were actually impounded at the Animal Shelter, 50 dogs and 87 cats. We
43 were successful in 35 field RTO's. We were unsuccessful with 38. Those
44 were either animals that the animal owner was not home so we could not
45 give custody back to them or they were unwilling to take it at that time;

1 whatever reason that there may have only been a child at home at the
2 time as such, for a total of 73 identifiable animals.

3 So our three-year comparison, again we had 454 reported strays
4 for last month for a total of almost 4,900 strays for the year. Still very
5 consistent with our numbers over the past three years. Again we had 35
6 field RTO's for a total of 446 for the year and we're again pretty consistent
7 with our numbers from last year. And I will stand for any questions.
8

9 Eakman: Board Members are there any questions? Yes, Board Member Smith.

10
11 Smith: Thank you Mr. Chairman and thank you Officer Jimenez. I appreciate
12 your report as well. I think that as we look at the figures and see
13 somewhat consistency, and since we just heard from Officer Ward as far
14 as some of the proactive things that the County is doing, are there any
15 initiatives that we've seen on the side of the City that you feel like over the
16 past few years, have been making a difference or that has improved our
17 situation or you felt have consistently helped in some way?
18

19 Jimenez: Mr. Chairman, Board Member Smith. Of course. We consistently go out
20 to homes. As a matter of fact I have my officers out right now doing an
21 impact project in the Branding Iron/Bronco Way area, that mobile home
22 community. So what we're doing there is going door to door making sure
23 that everybody is in compliance and if they're not, giving them time to
24 come into compliance. We continue to go to our schools to do career
25 days. As a matter of fact, we have one coming up at Fairacres
26 Elementary. And last month we did one at Conlee Elementary. We do
27 our best to hit the Elementary schools and making them, those children
28 are the best, how should I say it, they're the most impressionable. We can
29 make an impression on them. When we get to the Middle School and
30 High School, we've seen a little bit of push back, but not at that
31 Elementary level. They're more willing to take us in and listen. They're
32 willing to participate in our presentations. Especially when we take Libby.
33 She gets all the attention. She's our focus.
34

35 Smith: Thank you Supervisor Jimenez. As a former elementary school teacher, I
36 can appreciate the importance of them getting that kind of information at
37 that age. I appreciate it. Thank you for keeping us updated on that.
38 Thank you Mr. Chairman.
39

40 Eakman: Thank you Board Member Smith. And again I think we're having some
41 phone-in problems that are just fine until we straighten it out.
42

43 Smith: Mr. Chairman. I think perhaps if we ask Chairman Ellins to mute his
44 phone that might be what the issue is. I think he's answering another
45 phone while on open air.
46

1 Ellins: All right. Hold on a second a sec.
2
3 Eakman: Yes, that will help tremendously, Chairman Ellins. Thank you.
4
5 Ellins: That better?
6
7 Eakman: It will be, yes. Thank you.
8
9 Ellins: Okay.
10
11 Eakman: Any other questions? Well thank you so much for the report.
12
13 Jimenez: Thanks.
14

15 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives**
16 **- Clint Thacker**
17

18 Eakman: And now we'll move on to the shelter statistics and activities. And to our
19 new members here today, Commissioner Manuel Sanchez and we have
20 not introduced Ms. Vicki Lusk on the end who is our new ad-hoc member
21 from the County. I know this is moving at a pretty fast pace but I'm sure
22 you're keeping up with how we're, this is happening. Please ask any
23 questions as we go along. Thank you. Mr. Thacker.
24

25 Thacker: Thank you sir. Mr. Sanchez and Ex-Officio Member Lusk. Is that how you
26 want to be, or Vicki? Thank you very much. Welcome to both of you and I
27 look forward to forming relationships and continue to move this forward
28 the best that we can.

29 So the shelters statistics for the March 2018; intake was at 716
30 dogs and cats and others broken down there. The intake for 2019 was
31 down. 2018 was 792, 2019 was 716. Our outcomes are 212 adoptions,
32 106 reclaimed, 201 rescued, 130 cats through the trap, neuter, return
33 program, 52 animals euthanized with I might add the highest live release
34 rate we've ever had is 92.7%. If you remember 90% or higher qualifies
35 the Animal Service Center or any facility as a No Kill Facility. So this is I
36 believe about the third or fourth time that we've hit that since I've been
37 here and it's all part of the staff and also the rescues that are doing an
38 amazing job and our increased adoptions that go up that we're able to
39 save this many animals. We're very proud of that. We're happy. To
40 compare to last March, we had more adoptions.
41

42 Ellins: Mr. Chair?

43
44 Eakman: Yes, Chair Ellins.
45

1 Ellins: Are we doing anything from a publicity point of view to get these numbers
2 out so people know what we've accomplished?
3

4 Eakman: Mr. Thacker.
5

6 Thacker: Yes we are. And actually later in the presentation, I brought with me the
7 new radio spot that we've done and it highlights that information.
8

9 Ellins: What about the press?
10

11 Thacker: No press release, no sir.
12

13 Ellins: Well I think we should do that.
14

15 Eakman: Thank you so much.
16

17 Gandara: Vice-Chair Eakman. Pardon me.
18

19 Eakman: Yes, Board Member Gandara.
20

21 Gandara: Thank you. Mr. Thacker, you might want to speak to the Facebook. You
22 do the daily stats that I think is a good way to inform the public about what
23 you're doing. But I do agree that we should really celebrate this with a
24 PIO and other opportunities. I think would be helpful to let the community
25 know.
26

27 Thacker: Absolutely. We do do a Facebook post every single day and the total
28 transparency on our numbers, of how many animals came into the Center,
29 left the Center, were euthanized, etc. If any of the Board has not liked us
30 on Facebook, I request that you do do that so you can see those numbers
31 coming through. And I will work on getting a press release out today for
32 that great idea.
33

34 Eakman: Thank you.
35

36 Sanchez: Mr. Thacker. Sorry Chair.
37

38 Eakman: Yes.
39

40 Sanchez: I did want to add to what Ms. Gandara said was talking about right now,
41 specifically one of the issues that I've seen, and just with social media, is
42 people tend to like a bunch of pages and have a bunch of friends and
43 whatever may be, so what ends up happening is the page for the Animal
44 Service Center might end up getting, if they're not constantly clicking and
45 liking all the posts, it'll just get buried.
46

1 Thacker: Yes.
2
3 Sanchez: So for whatever it's worth, if it's possible to promote the boosted or post,
4 do a post like that, that way it's popping up on people's pages so that it's
5 up front and center and it's on their time line. I just think, just echoing the
6 sentiments, this is an excellent metrics that you're having here.
7
8 Thacker: Okay, thank you.
9
10 Eakman: Please continue.
11
12 Thacker: Thank you. So our reclaims were actually down from 2018. The
13 community cats were of course went up. Euthanasia was down and the
14 live release rate again increased from 88.3% to the 92.7%. So our current
15 population as of yesterday is at the Center, 2018 we had 604 dogs and
16 2019 right now as of yesterday again we have 492. So population is down
17 significantly.
18 So this is the end of the quarter so first we're going to present some
19 quick first quarter statistics. This first slide shows the comparison for the
20 first quarter statistics from 2018 to 2019 of our intake. The first row's for
21 intake. Right now we're sitting at 2,075 animals in the first quarter. You
22 can see the very first bar there is 2008, we were at 3,265. So we have
23 reduced the animal number coming in. We've hit lows along there, but it
24 looks like it's settling in the 2000s which we are looking at and trying to get
25 that lower as well.
26 Our euthanasia continues to go down significantly. Again in 2008 it
27 was at 2,219 and in the first quarter of 2019 we're at 230. So we're
28 making significant progress in really a small amount of time compared to
29 that. We're grateful for again the rescues that are working with us and
30 also the adoptions that have continued to improve as well.
31 So this slide is talking about again more comparisons. First column
32 is reclaims and then adoptions and then rescues. So reclaims, these
33 numbers are a little bit skewed because you have to remember that the
34 number of animals coming into the Center was really, really high. So
35 that's why the numbers are big. Especially that first year in 2008 when we
36 first started, when the JPA first took over in 2008. And then it kind of
37 levels out to the 300s. I believe that we need to do a lot better at reclaims
38 and we have some plans in place to do those. Until I have specifics on
39 those, I don't feel comfortable in saying any plans or saying what they are,
40 but we are looking at better ways through education. Especially of getting
41 animals out. Some people just don't know we exist and that their animal
42 will be brought to the Center. The adoptions we have had a great first
43 quarter. We're at 653 for the first quarter, so we continue to hope that
44 climbs. And then rescues, in 2018 the reason why that big jump is that
45 was our first big year of pushing rescues. We had a great response from
46 the community and also from other outlying areas. We also received a

1 \$20,000 grant from the PetSmart. That grant was able to help us to make
2 outlying reach areas. So right now we're a little bit behind the curve of
3 798, but I promise you we're going to make that up. This time of year is a
4 hard one to be travelling in places so we're going to continue to
5 aggressively make that.

6 Our euthanasia comparison in dog, cats, and then total. We are
7 162 for dogs, 68 for cats and the total is 230 which is a great number
8 when you look at where we've come from. But still not low enough.

9 So our live release rate in other words animals leaving our place
10 alive, look at where we're coming from. Again 2008 these lines tell a story
11 of, we always want this one to be higher, so higher the better. So at total
12 we've gone from 36.7% to 90.3% in 2019. And I believe that's a great
13 graph to show and to put, have these stats ready for our press release.

14 Number of surgeries continue to improve for this. We did, you
15 notice the dip in public surgeries because in January/February is when we
16 announced that we would no longer be taking new public surgeries so we
17 could focus on our shelter animals. We continue to do the public
18 surgeries that are in the system and in the appointments, and so we are
19 doing those, but we have increased significantly our shelter sterilizations.

20 Back to our main presentation, our volunteers continue to do
21 amazing work for us. Between cats and dogs and little kittens, etc, etc.
22 they are our workers. They are amazing at what they do for us and we
23 appreciate them. In March of 2019 we had a total volunteer of 570 hours
24 and that's from total volunteers of 280 volunteers.

25 A lot of areas in the Center we have where they can do their hours.
26 These are some of them. I want to do point out in the other halfway
27 through the list, the other offsite adoption events, we did a fashion show
28 where the major focusers of that or the major contributors were Caliche
29 Frozen Custard. They helped us out a lot in that fashion show. This was
30 a lot of fun where we were at I believe it's called the Pecan Brewing
31 Company out there off of Picacho past Motel. And we were able to go
32 there and a model would walk down the aisle way and the announcer, the
33 MC would make comments about their clothes and beautiful knitted top
34 and so on and so forth and then we'd have a dog come down and I'd talk
35 about the dog. "Susie is a beautiful Lab mix". We had a volunteer walking
36 them down the aisle so that everybody could see and I believe that the
37 dogs, they're a little bit better dressed than the models, and they had a
38 little bit better reception. But that's just me personally. The whole fashion
39 show was to benefit the Center and that brought us, it was over \$3,000
40 that they brought to us. And that was just phenomenal. So a special
41 thanks goes out to those individuals. We had McDonald's give us \$1,000
42 check. We had many great other people just put money in. So it was just
43 phenomenal and a lot of fun to do. Special thanks though has to go to our
44 two adoption coordinators: Elizabeth Seeley and Donny King for their hard
45 work in getting everybody rounded up, getting the dogs ready. Our dogs
46 had tuxedo scarves on, they had tuxedo ties, they had bandanas. They

1 did a fabulous job. And then also our volunteer coordinator Domonique
2 Clark for getting the volunteers there. We had Wells Fargo there with a
3 whole bunch of their volunteers. So we do appreciate all that they do for
4 us there.

5 Just some more shots. This is a Harley Davidson event that they
6 did, an adoption event there. These two pictures are from the actual
7 fashion show that they did. So we had a lot of fun. Fosters, we currently
8 have 13 families with 45 animals. Before I continue on, those that are
9 listening or watching, the foster program is something where you can
10 come and you can foster an animal from us. Generally we like you to do
11 animals that are really very sick or need time away from the Center to get
12 better, maybe they're injured. However, you can do any animal that you
13 would like. Come in, if you want, honestly we're looking at a new program
14 where you can rent a dog for a sleep over kind of like thing. It's just a
15 glorified foster program is all it is. Come and get a dog for a few nights
16 and then you can bring the dog back, see how it is. And then even if you
17 don't adopt the dog, you're able to tell us more about it. So we can put
18 that on the dog's profile, or the cat's profile, or the guinea pig or the bird or
19 whatever you choose to take home. So it's a great thing that we're
20 looking, that we're going to be starting here pretty soon.

21 Our spay/neuter initiatives continue to work forward. We do have,
22 we have decreased the amount of animals in our foster to adopt program.
23 We're right now at 101. It'll be 100 when my sister-in-law finally gets her
24 dog sterilized, but I'm on top of it. I'm getting after her for having that
25 puppy and not having it sterilized, so it'll happen. So we're glad that's
26 continuing to go down. We actually have a system in place now of ones
27 that we have a deadline set. If you're not responding to this then we do
28 need to look for ways to contact you.

29
30 Ellins: What's wrong?

31
32 Eakman: Chairman Ellins. Did you want? Hello?

33
34 Thacker: Okay, so for those that do not know, the foster to adopt program is we
35 have a lot of animals. As you saw over 400 there in the Center. So
36 sometimes people want an animal that is not sterilized yet. So we allow
37 those individuals to adopt the unsterilized animal with an appointment to
38 come back at a later time and get the animal sterilized. Sometimes those
39 are not followed through. So we have to send reminders, we send
40 postcards, we send nasty letters, we send e-mails. Everything we can to
41 get that individual or to get that animal back into the Center to get it
42 sterilized. We know this program is causing problems I could say,
43 because we want all animals to be sterilized. We don't want to continue to
44 have this problem. A Perfect example is as notified yesterday of a lady
45 who had a dog and it got pregnant. She didn't bring it back in, foster to
46 adopt program. So now we have puppies. And this is something that

1 again we are not wanting. So we're looking, again focusing on our shelter
2 population, getting them sterilized prior to the adoption and only using the
3 foster to adopt program in only special circumstances. But we're glad that
4 number continues to drop.

5 So our total surgeries are 425 in the month of March. Some of our
6 education initiatives that we're doing. Visitors to the shelter, it does still
7 remain low and that's we believe because of our construction that's going
8 on since August of last year. But in the adoption, or they came in for
9 adoption reasons is 1,504. Looking to reclaim their animal was 926. Total
10 visitors are 2,430. However before construction of 2018 you can see that
11 it is at 3,183. So it is significantly lower, however we're looking at a
12 completion date here in a couple weeks for the construction so we're
13 going to talk about that in the Facilities Report that's going to be
14 happening on the Facilities Committee. We'll talk more about that.

15 Our community outreach continues to be very successful. Radio
16 spots, Wilson Binkley Advertising campaign, Dog'Cruces magazine, etc,
17 again Facebook has always been good and the Senior program, we were
18 able to have five dogs go through that. And the Senior program, for those
19 that do not know is if you qualify as a senior citizen and you adopt an
20 animal, Doña Ana County Humane Society will pay for a portion of that
21 adoption. So that's a great relief for them. We send them a picture and
22 every single picture I've ever seen of these individuals that qualify as a
23 senior, they're all smiling. Every single one of them. They're so happy to
24 get this pet. So that is a fabulous success of a good working partnership
25 there.

26 I do want to play, I brought you the new ad that Wilson Binkley
27 made for us that you might have heard on the radio. And I'd like to play
28 that for you.

29
30 **ADVERTISEMENT AUDIO PLAYED**

31
32 **Thacker:** So that's a fun ad that we put in promoting not only the good numbers that
33 we're having but also the changes at the facility and encouraging people
34 to come and see. I actually heard it this morning on my way here. So it's
35 good to know that they're playing it.

36
37 **Eakman:** Excuse me Mr. Thacker.

38
39 **Thacker:** Yes.

40
41 **Eakman:** Is there a way that you could e-mail a copy of that to the Board?

42
43 **Thacker:** Absolutely. Yes sir.
44

1 Eakman: Our speakers weren't turned on up here for that. And so I think some of
2 us had difficulty hearing the entire thing. So it'd be good if we could have
3 it and then maybe send it out in some things we're doing.
4
5 Thacker: Okay, will do.
6
7 Eakman: Thank you.
8
9 Thacker: The next one I'd like to show is another ad that is going in the Dog'Cruces.
10 This is a fun ad that will again Wilson Binkley has worked with us on. It
11 focuses on a happy tail that's happening there at the center, adoptions up,
12 etc, come see the facility and changes. So the Dog'Cruces is a great
13 publication that goes out to animal owners and animal lovers, and so
14 they'll be seeing this and be able to come in and see us. It's a great ad.
15 Unfortunately, we have to go back to the presentation.
16 I'd also like to point out and give a shout out of thanks to Bernice
17 who's here in the audience with me of course. She's the one who
18 compiles this. She's the one that works really hard for several days to get
19 these numbers together and I know she does it because she loves the
20 animals, not because she's afraid of me or she does it for a paycheck
21 because she doesn't get paid enough in my opinion. But she does it
22 because she loves these animals and she does a phenomenal job and I
23 appreciate all that she does and including all of the staff there at the
24 Center. It really has changing into a team effort instead of an individual
25 effort. We have a staff meeting tomorrow and I look forward to going over
26 some goals and some expectations of the staff there. Because the
27 expectation is that we provide a loving place and care for these animals
28 and get them out. They all know that, all my staff knows that, and I
29 believe it's showing in the way that we tackle issues and problems there at
30 the Center as far as the health of our animals and it also shows by the
31 ones that are getting out and the great working relationships we have with
32 a lot of rescues. That's my presentation today so thank you. Any
33 questions?
34
35 Eakman: Questions? Board Member Sanchez.
36
37 Sanchez: You had mentioned that the number of visitors had decreased and you're
38 attributing that to the construction that's being, the projects going on there
39 at the Service Center. Is there any correlation, and this is with me being
40 just coming in now, from the previous quarters, is it tied to the construction
41 or is there any chance that it's also tied to all the work that you've been
42 doing with the animal rescues where maybe people are visiting the
43 rescues versus coming to the Service Center?
44
45 Thacker: That's an excellent question. Mainly the rescues that we're sending out to,
46 large numbers, are out of state, or in state but in Albuquerque and Santa

1 Fe. So I would, we contribute it because we started to see the decline
2 when we started the construction in August. We started to see the decline
3 in the monthly numbers in September, October, November, and it
4 stabilized where we're seeing now. I don't know if you've ever driven by
5 the Center and saw us during the construction. The main construction, it
6 was a pretty brutal closed up looking, fences all around. You had to walk
7 all the way around the Center into the west entrance just to get in and it
8 was an employee entrance. We had gates up you had to go through, so
9 we are contributing that to the way that it looked. Now we have signs up,
10 our front area, and you're going to see all of those pictures here in the
11 Facilities Committee Report, that shows that it's a lot more looking better.
12 We still have heavy equipment there at the Center, so we are contributing
13 that that's the reason for that.
14
15 Sanchez: Okay. Thank you.
16
17 Ellins: Mr. Vice-Chair.
18
19 Eakman: Yes, Mr. Chair.
20
21 Ellins: Clint. Do we have any empirical evidence as to the listenership these
22 radio commercials are getting?
23
24 Thacker: I do not. I know the radio stations that they chose are the ones that are
25 selected as the most favorite here in Las Cruces. But I don't have the
26 numbers. That's a good question to have for our ad agency.
27
28 Ellins: Yes, because frankly I'm somewhat cynical when it comes to radio
29 commercials. Nobody listens to the radio anymore.
30
31 Thacker: I do.
32
33 Ellins: Well, at least there's one out there.
34
35 Eakman: Mr. Ellins, I'm hearing some Board Members saying that they're regular
36 radio listeners. So I think there is another opinion.
37
38 Ellins: Okay.
39
40 Eakman: Okay. Other questions from the Board? Board Member Gonzalez.
41
42 Gonzalez: Mr. Thacker, on your average between January and March in surgeries,
43 what was your percentage of surgeries?
44
45 Thacker: Percentage of surgeries for what?
46

1 Gonzalez: For the month of January through March.
2
3 Thacker: We do not have quarterly numbers for our surgeries. I don't know why
4 that is. We can look into that and send you that information.
5
6 Gonzalez: Okay. And your veterinarians/surgeons, are they contracted?
7
8 Thacker: Yes they are.
9
10 Gonzalez: Are they the same ones every time or are they vary, they come to the
11 Animal Shelter?
12
13 Thacker: It's the same ones, yes.
14
15 Gonzalez: Same ones. And we're looking at how many?
16
17 Thacker: We have five or six that are regular that come regularly. They're
18 contracted. We may not use all those in a month. Some of them they
19 may not sign up for any days or we say we're good, we don't need that
20 many. But we also have volunteer, we have two volunteer veterinarians
21 that come in that help once or twice a month and then we also have our
22 Medical Director who is also a veterinarian and she jumps in and does
23 surgeries when possible as well when needed.
24
25 Gonzalez: Last question is, what is your percentage of adoptions in your foster to
26 adopt program?
27
28 Thacker: Well in order to be in the foster to adopt program, they have to be
29 adopted. So are you asking about the number of adoptions in our foster
30 program?
31
32 Gonzalez: Yes.
33
34 Thacker: Okay, so in our foster program, we refer to that as a failed foster and that's
35 a good thing. Your foster has gone from fostering a pet to adopting it. It's
36 pretty high. I don't have the actual percentage, but I would say that most
37 people generally adopt the animal that they're fostering rather than
38 bringing it back.
39
40 Gonzalez: Thank you.
41
42 Eakman: Thank you. Board Member Smith.
43
44 Smith: Thank you Mr. Chairman. Mr. Thacker, you mentioned the 92.7% being
45 the highest live release rate ever. And then you said something I thought I
46 heard you say that there were two other times when we'd reach that

1 number. So we have on three different occasions in the last year reached
2 the 92.7%, is that correct?

3
4 Thacker: We've reached the no kill status of 90%.

5
6 Smith: But this is 92.7% is the highest rate. We've reached the no kill status
7 three times. Okay now I understand. Thank you. Thank you Mr. Thacker
8 and congratulations. I think that's an important milestone.

9
10 Thacker: Thank you.

11
12 Smith: Thank you. Mr. Chair, thank you.

13
14 Eakman: Thank you. Any other questions or comments? Mr. Thacker thank you so
15 much for the report.

16 17 **C. Committee Reports**

18 19 **1. Finance - David Dollahon, Committee Chair**

20
21 Eakman: We will move on to our committee reports and while Josh is coming
22 forward, I'd like to explain to our new members, there are three
23 committees, subcommittees of this Board. The Executive, the Finance,
24 and the Facilities. We try to make sure that there's not a quorum of Board
25 Members on any committee meeting or any meeting of that so that policy
26 is not made at those meetings because they're not really published or
27 anything like that for the public. There are openings at this time on
28 Finance and Facilities. Am I correct?

29
30 Smith: I think we ended up getting everything covered.

31
32 Eakman: In Facilities?

33
34 Smith: Yes sir.

35
36 Eakman: So we have an opening in Finance. Very good. You are warned Board
37 Member Sanchez. Josh go right ahead with the Finance Report. Mr.
38 Dollahon, did you have anything to say before the report?

39
40 Dollahon: Mr. Chairman. No I will rely on Josh. We were waiting on the last
41 appointment for the, and it needs to be a County representative to the
42 Finance Committee because I believe the Vice-Chair, you and I are on the
43 Finance Committee and the County is on the Facilities Committee. So
44 that's where we're at. So we're looking for someone, and we need to
45 readjust the schedule based on who that appointment is. We're open for
46 discussion. Generally it would be next week. It's always the week after

1 this meeting which is not the best timing for us. We need to look to push it
2 to closer to the end of the month.

3
4 Eakman: Commissioner Sanchez. Would you visit with Mr. Dollahon right after this
5 meeting?

6
7 Sanchez: Yes sir.

8
9 Eakman: Thank you. Please go ahead Josh.

10
11 Saffell: Good morning Mr. Chair and Members of the Board. On behalf of the
12 Finance Department of the City of Las Cruces, I would like to present the
13 unaudited financials for March 2019.

14 So starting off we're looking at our balance sheet. That is in your
15 packet that's going to be page one, the Statement of Net Position. Here
16 we see that the general fund is showing about \$384,000 in cash and
17 \$89,000 in receivables. Our total liabilities in the general fund are about
18 \$53,000 and overall the fund balance is at \$419,000 with \$178,000 of that
19 being unassigned.

20 Moving on in your packets, again this is going to be operations,
21 that's going to be page two. Your Statement of Revenues, Expenditures,
22 and Changes in Fund Balance. We're also going to be covering the third
23 page as well. The Statement of Revenues, Expenditures, and Changes in
24 Fund Budget to Actual. Looking at what we've got presented here, we're
25 showing that in the general fund we have revenue of about \$2,232,000
26 and expenditures of \$2,032,000. So that was a positive change in fund
27 balance of \$199,000. The revenues are at 79.1% of budget. That's pretty
28 good, that's above what we'd expect to see. Our parameters about 75%
29 being in the third quarter of the fiscal year. And our expenses are at
30 70.1%, so that's also quite good being below that parameter for
31 expenditure.

32 Here we have our graph, it shows our actual revenue compared to
33 the budget. Basically we can see that our revenues of \$2,232,000 are
34 mainly due to Doña Ana and City contributions and that is of course in line
35 with the Joint Powers Agreement.

36 Here we see our expenditures. A comparison of the budget to
37 actual for the year to date up to March. Primarily the majority of items
38 should be below that 75% budget parameter, but we do have several that
39 are not. Temp agency services are at 82.6%. This is due to the fact that
40 we're utilizing temps for kennel tech positions. However, those vacancies
41 are currently being interviewed so they're going through the HR process
42 but right now they have to utilize those temps until they can fill the
43 positions.

44 Repairs and maintenance are at 85.2%. That ties back to, we've
45 discussed this the last couple months, about vehicle repairs, the
46 demolition project, and electrical work that was being done that is covered

1 by that. Supplies are at 80.9%. This was due to some large food
2 purchases, software, and some new uniform purchases that were done.
3 And then finally insurance is at 81% and that is due to a payment of the
4 workers comp premiums that were due. That explains the majority of
5 those differences there, why those were over.

6 In our Capital Projects Fund, we see cash of about \$415,000. We
7 have a liability of \$77,000, which is actually just monies received in
8 advance that we have to report as a liability until we actually expend them.
9 We have restricted \$50,000 which is restricted for the cat room and then a
10 committed fund balance of \$287,000. That concludes the report for March
11 2019. Are there any questions?
12

13 Ellins: Mr. Vice-Chair.

14 Eakman: Yes, Mr. Chair?

15 Ellins: What's included in the category labeled other?

16 Eakman: Under Expenses, Mr. Chair?

17 Ellins: No, the budget and the actual comparison. Budget was \$52,400 and
18 Actual was \$24,131.

19 Saffell: So that would be a variety of other expenses including travel,
20 transportation, some other things fall into that particular line item.

21 Ellins: Anything else?

22 Saffell: Actually, yes. Probably quite a few things. I do not have the breakdown
23 of what is in there with me right now, but we can get that information for
24 you if you would like.

25 Ellins: Yes, I'd be curious to see what else is included.

26 Saffell: I will make sure to get that to you sir.

27 Ellins: Thank you.

28 Eakman: Thank you Board Chair. Mr. Dollahon.

29 Dollahon: Mr. Chairman. What we'll ask Josh to do is provide a detail breakdown to
30 me with what falls within what categories, what expense codes fall within
31 what categories and I'll share it with the entire group. So you guys have a
32 reference.
33
34
35
36
37
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43
44
45

1 Eakman: I appreciate it. Thank you. Any other questions for Josh at this time?
2 Thank you so much for that report. Mr. Dollahon anything more on
3 finance?
4

5 Dollahon: No. Thank you.
6

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

8
9 Eakman: Then we'll move on. Mr. Chair, would you have a report on the Executive
10 Committee?
11

12 Ellins: Yes, we did have a meeting at my office on last week. The details of
13 which I prefer not to go into for the moment, pending an Executive
14 Committee meeting after the conclusion of this meeting.
15

16 Eakman: So the Executive Committee meeting committee will meet right after this
17 meeting for their next Executive Committee meeting.
18

19 Ellins: That is correct.
20

21 Eakman: Thank you so much. Any questions?
22

23 **3. Facilities - Greg Smith, Committee Chair**

24
25 Eakman: Then let's move to the Facilities Report. Board Member Smith.
26

27 Smith: Thank you Mr. Vice-Chair. Mr. Kinney is here I believe to help share
28 what's happening currently. But I will share with you what we discussed at
29 our meeting last week, a week ago. There's supposed to be a furniture
30 delivery coming up towards the end of this month. The adoptable cat
31 cages have been approved but they have not yet been ordered. There's a
32 grand opening perhaps in May that we're looking to hopefully be able to
33 do, but we want to make sure that the furniture and the cages have come
34 in. We did have a situation with the cast iron pipes being overloaded in
35 the older parts of the building due to some construction issues. A new
36 flagpole is going to be installed. Mr. Thacker assured us that based on
37 what he's seen with the new construction and the new facility areas that
38 morale has improved. The Maddie's fund has hosted a live feed from the
39 very important Cat Lounge, and the parking lot asphalt has been repaved.
40 As far as sort of things in the existing, we're moving from the evaporative
41 to the refrigerated HVAC for the kennels to filter heat and cool and dry. In
42 association with that there is going to be some needed roof repair and so
43 we have \$900,000 coming from the City. Mr. Dollahon, I believe, helped
44 us locate that amount and that is going to help us then get all of that done.

45 The review of the architectural bids was happening later that same
46 day that we had the meeting and so we're hoping that Mr. Kinney or Mr.

1 Thacker can update us at this meeting today as far as a firm being
2 selected. Mr. Kinney, whatever else you'd like to be adding. And I think
3 perhaps we'd like to ask the Chairman to mute his phone again? Thank
4 you. Mr. Kinney, thank you.
5

6 Kinney: Good morning Board Members. I'm the project manager for the City for
7 the new addition, administrative addition project. As of today right now
8 we're about 95% complete. It's currently on schedule but it's been
9 increased by two additional days for date of substantial completion with no
10 additional.
11

12 Eakman: Mr. Kinney, excuse me. Mr. Chair, would you please mute your phone?
13 Thank you. Please proceed.
14

15 Kinney: The date of substantial completion is next Friday April 19th. There will not
16 be any more additional days unless there's like a rain day, but I doubt if
17 that'll happen. We're still within the Fiscal Year 2019 CIP budget for the
18 project. Phase two portion is nearing completion. The back parking lot
19 has been repaved and restriped and the remaining sidewalk finish work
20 has been completed. They were installing the last hand railing late
21 yesterday afternoon. Also on the inside, the framing and drywall and the
22 wall texturing and painting has been completed, it's about 90% complete
23 on the inside. There are two photographs I have here. One is like a
24 before and the after where it's been dry walled and textured and painted.
25 Right now the floors have been prepped for the installation of the new
26 flake floor system. And the administrative areas are being remodeled and
27 that is in progress right now. I have a picture on the left of where they're
28 putting the epoxy down and on the right is the finished flake floor system.
29

30 And so look ahead for next week, we'll be having the final
31 inspections. We'll have a punch out walkthrough on Tuesday next week.
32 We expect to get a Certificate of Occupancy, the final one, by Friday the
33 19th. It should be the substantial completion date which means the facility
34 is ready to be used by the facility. There will be some closeout, we'll go
35 into what's called the closeout phase where we'll be doing punch out
36 inspections and things of that nature. And as what was mentioned earlier,
37 the majority of the new furnishings are scheduled to arrive at the vendors
38 warehouse on April 29th and the new video surveillance system is
39 scheduled to be installed and it's scheduled to be completed on or before
40 May 8th. And that's under a separate contract with City's vendor that does
41 all the video surveillance systems for the City.

42 Additional projects that I'm assisting with is, I have here on the right
43 hand side in the photograph, I have the areas outlined in white and red.
44 Parkhill, Smith, and Cooper, they are doing the design for the interior
45 kennels for the HVAC work and they're under contract. They should be
46 completed with the project documents ready for bid by June 10th. They
will have a member of their staff on site tomorrow to inspect the roof. Part

1 of what their job is to do a roofing assessment and on April 22nd their
2 electrical and mechanical engineers will be on site inside the building. In
3 the red, that's the area where the old infirmary where the portable building
4 was. The Public Works Director decided to do an in-house design of the
5 infrastructure for the kennels and that is proceeding with earnest right now
6 because we have a July 31st deadline on that. Are there any questions?
7

8 Eakman: Are there any questions of Mr. Kinney? Board Member Smith.

9
10 Smith: Thank you Mr. Vice-Chair. And Mr. Kinney thank you, I appreciate all of
11 the updates there and the follow through. Would you or Mr. Thacker know
12 then as far as who was selected to do the design for the GO Bond portion
13 that we have coming up?
14

15 Thacker: I did post a recommendation to the selection committee. However it has
16 not been put out yet, so it's confidential so I can't say that.
17

18 Smith: All right. Well I look forward to us finding out and thank you. Thank you
19 Mr. Kinney. Thank you Mr. Thacker. Thank you Mr. Chairman.
20

21 Thacker: Thank you.

22
23 Kinney: Thank you.
24

25 Eakman: And does that conclude the Facilities report?
26

27 Smith: It does sir. Thank you.
28

29 Eakman: Thank you so much.
30

31 **D. Zero in 7 Update**

32
33 Eakman: Then we will move on to the Zero in 7 update. Ms. Gilbert, will you be
34 presenting? Thank you.
35

36 Gilbert: Good morning Vice-Chair Mr. Eakman and Board. I am the secretary for
37 the Coalition for Pets and People. Here is the mission statement for the
38 Coalition for Pets and People. And here is a listing of the community
39 organizations. And here are Coalition activities for the month of March.
40 There wasn't a task force meeting, so that shouldn't be on there, but the
41 rest is accurate. And our next Coalition meeting will be April 30th.

42 Here is a listing of events, animal welfare events, and you'll be
43 seeing flyers for a number of these. Cat's Meow is having an event on
44 April 25th called their Spring Fling and there is the information on the right.
45 Cat's Meow, the two cats there on the left, Stevie and Jack are residents.
46 Cat's Meow does a lot of work with special needs animals and cats that

1 are seniors. Stevie and Jack on the left are cats that are Cat's Meow took
2 in because they're owner is in hospice. And Banzie on the right is a cat
3 who is deaf. Cat's Meow has approximately 30 resident cats and also 50
4 that are in foster and they reported their total adoption numbers for 2018
5 were 75 cats.

6 ACTion Program for animals, there is a picture of the director
7 Michel Munier. The picture on the left, Michel is there on the right in that
8 picture accepting a check from the Chili Appreciation Society. APA has
9 the PAWS program, Prisoners and Animals Working towards Success and
10 this dog here is Jessie who was, and there's a picture of his new dad.
11 Here are APAs numbers for their intake and adoptions, microchipping and
12 transfers. You probably know that APA has a weekly radio spot on KGRT
13 and they promote their pet of the week and Heather Hume and Amanda
14 Askin are a couple of them that are on their board that do the promotion of
15 the animals. And here is a photo of some Alameda students who have a
16 campaign called Catch the Wave of Kindness and they gave a donation to
17 APA recently. APA will be having their annual Mulligans for Mutts golf
18 tournament and that will be July 13th. The funding that APA or a lot of the
19 fundraising that APA is doing is they have many projects in the works, but
20 you know that they've acquired a new building and so they'll be doing that
21 in phases. And they also have, are proposing a thrift store location too so
22 that is in the works.

23 HSSNM's report, we've had 13 adoptions year to date and two
24 dogs were adopted this month. Our pet help call line averages about 100
25 calls a month. Humane education sessions were 26 and our Cans for
26 Critters is almost \$8,400 now helping 176 animals and that's been since
27 the funds started in 2012. Microchipped totals are about 6,700 now.
28 Here's a picture of Georgie with his owner Hokie and some of the humane
29 education is Critter Connection which are in the nursing homes and Boys
30 and Girls Club. We also go to Odate special ed.

31 Here's a picture of Frank Bryce, president of the Humane Society
32 with another board member, Jeff Murphey. Loading Cupid and her six
33 puppies for transport to Santa Teresa. Those puppies have been adopted
34 and Cupid has been in foster homes and now currently has been accepted
35 into APA's PAWS program. So that's where Cupid is now. And Cupid,
36 when she was found, she was found in a trailer park in Mesilla with her
37 puppies living under a trailer. So she was an abandoned dog.

38 HSSNM will be having an art sale April 27th with paintings,
39 sculptures, and figurines and various items and this supports our services
40 which include foster and adoption, our pet help line, microchipping,
41 vaccinations, spaying and neutering assistance that we help with, and the
42 humane education programs.

43 SNAP, this is their report and they've issued 533 vouchers since
44 January and there's the breakdown with dogs and cats. Their clinics are,
45 they've had 119 spays and neuters from their clinics. When I talked to
46 Sandra, their financial person who does report these numbers, she said

1 that the redemption rate on vouchers for SNAP for last year was 92%. So
2 they get a very high redemption rate. Their clinic dates there are posted
3 that are coming up and there are a couple of photos from a recent clinic
4 including Julie Miller who is here in the audience today. She is a board
5 member with SNAP. Julie told me that she's, this dog was in a crate either
6 going to be having the surgery or, I think this is pre-surgery, she was
7 giving him some play time before.

8 2 Hearts 4 Paws, they are no longer accepting any animals for
9 admission into their sanctuary but they are still continuing to hold adoption
10 events on a monthly basis. And here you see one of the founders and
11 one of the people who works at their refuge and that is Sue Peterson. The
12 2 Hearts 4 Paws is located in Radium Springs and they have about 37
13 animals there and there is a picture of one of them on the right.

14 Broken Promises, a news item is the Broken Promises cattery at
15 PetSmart is now being run by Broken Promises. HSSNM, the
16 organization, I'm on their board, we ran the cattery for about 10 years, but
17 it is now in the hands of Broken Promises. And there are pictures of some
18 of their adoptions for the month of March. And more pictures from Broken
19 Promises. Broken Promises has a number of programs in addition to
20 running the cattery at PetSmart. They also have their own foster adoption
21 program with their sanctuary that they run on the East Mesa. They do
22 TNR assistance, trap, neuter, and return assistance and they also do
23 special projects too where they help people themselves. These are a
24 couple of the programs where they're helping the Animal Shelter. They
25 took in this feral mom cat and the five kittens were actually born at the
26 shelter and then Broken Promises accepted them into their program. I
27 know I mentioned in last months' report that Broken Promises has a
28 Highway to Health program. When ferals come in that are sick and if it's
29 something that is doable for them, and isn't real, real severe, Broken
30 Promises Southwest has been assisting some of these animals, helping
31 them medically. Here is more of what Broken Promises is doing. They
32 are offering, I guess you could say tutorials, or actually hands on
33 assistance as well as getting colony managers now to learn how to do
34 their own TNR. And Kalamirez, one out of the three who's already been
35 successfully TNRd out of four in her colony. And then Broken Promises
36 received a call just this month about newborn kittens that were discovered
37 in a storm drain and it was a highly visible and public place. They felt the
38 kittens were in danger of something happening to them because they
39 were visible so they rescued them. Now they're working on trying to catch
40 the mom cat and that is a drop trap.

41 UNcaged Paws, and we know them also as Tails from the Shelter.
42 Kelly Barker's organization. They recently did a fundraising at Buchman
43 Insurance with proceeds from their raffle you see a dog there sporting one
44 of the necklaces. It was called Pawsitively Pampered. A fundraiser event
45 where they're raising money so that microchips can be free to people at
46 some of their events.

1 And the Doña Ana County Humane Society, and I know Clint listed
2 some of the animals that have been adopted through their program that
3 they do with the Animal Shelter. Here we see a dog who was helped
4 through their animal relief fund, four-year-old Corgi mix named Sausage
5 who was hit by a car and the surgery was very, very expensive, requiring
6 pins and plates in order to save the dogs leg. So the Doña Ana County
7 Humane Society contributed to that as well as individual donors.

8 And then the Doña Ana County Humane Society also advocates for
9 shelter animals. This dog they had offered to be in their Ruff to Ready
10 program because the dog was being rehomed and as it turns out now this
11 dog has been placed with the Animal Rescue League in El Paso. More on
12 Doña Ana County Humane Society, they hold, they and SNAP do a
13 monthly Yappy Hour event and this one coming up is next week on the
14 17th called a Country Shindig and it's a social with pets at St. Claire's
15 Winery.

16 Doña Ana County Humane Society will be doing a Paws and Claws
17 Road Rally on April 22nd. This is another one of their fundraisers.

18 Safe Haven Animal Sanctuary, they've had seven adoptions year to
19 date and there's a picture of Doug White, I don't know the gal. I'm
20 referring to the picture on the left and Doug White is on staff with SHAS
21 and Wilson who is the Labrador there is a recent adoption for SHAS. In
22 the middle there you see that Molly gets sniffs of approval and she's
23 another adoption. Then you see Tricia Quillen in the picture on the right in
24 the SHAS t-shirt. Tricia is their volunteer coordinator and you see her
25 pictured here at the recent volunteer fair which was last Saturday hosted
26 by the City. You'll be seeing a few more pictures of the volunteer fair in
27 next month's PowerPoint. Tricia also wears many hats for Safe Haven,
28 but another one is that she has the animal affairs. She's the radio
29 announcer and person that facilitates animal affairs on the community
30 radio KTOP radio show. And she does that every week. I was a guest, I
31 should've referenced that in the first slide. I was a guest last month
32 representing the Humane Society on Humane Education Curriculum that
33 we use in the schools and with the Boys and Girls Club. Safe Haven, on
34 the second Saturday of every month they do what's called courtesy Check
35 the Chip to see if dogs microchip is current and so on and making sure it's
36 registered and all of that. Safe Haven will be hosting an event May 2nd
37 called Wineing for the Animals. This is their annual one and it will be their
38 ninth one.

39 Forever Homes Animal Rescue, the dog on the left Forever Homes
40 Animal Rescue helped this dog by pulling it from the Deming Animal
41 Shelter. This is one of some of the remaining dogs, one of some of the
42 remaining dogs from that hoarding case. If you remember, the Coalition in
43 our PowerPoint reported on that a few months ago. There were 75 to 80
44 dogs that were in that awful situation there. Snow is a dog who was
45 transferred by Forever Homes Animal Rescue from the Animal Services
46 and found a home and a family in Socorro. Then the dog on the right,

1 Forever Homes Animal Rescue was able to secure foster for that dog who
2 was at the Animal Shelter. Forever Homes Animal Rescue reported that
3 they've helped over 2,000 last year.

4 Cherished K-9's, Aurora is one of their dogs that was adopted this
5 month. In March Karla reports that they average anywhere from two to
6 five adoptions a week and they have anywhere from 35 to 40 dogs that
7 they have at their adoption events. Which are typically at Pet's Barn which
8 is where Aurora and her family are in that picture. She was adopted at
9 that adoption event. In addition to that, as you know, Cherished K-9's has
10 been helping the shelter a lot with pregnant moms that come in and pups.
11 And here is one that I remember was actually lost, not lost but abandoned
12 and stray, and when the dog was caught by Animal Control, then went to
13 the shelter and then from there in to Karla's Cherished K-9's program. So
14 that dog has been through a lot and has a smile on her face considering
15 all that she's been through. And then you see the two puppies in the
16 middle, they are from a group that was transported recently to Colorado.

17 The Las Cruces Dog Park got their new agility equipment in and
18 Rebecca Stanger, who's on the board of HSSNM and Broken Promises,
19 and that's where Hank, and she said "this was a proud mom moment"
20 because her Hank took very quickly to the agility equipment. And there he
21 is going through the hoop there at the top. And you see some other
22 people trying out the equipment with their dogs.

23 The Las Cruces Pet Network, we post animals on Facebook and
24 sometimes send it out to our distribution list. Here's a picture of Benson
25 that I know you probably all remember was in the newspaper recently.
26 This was a dog that was abandoned and found with gunshot wounds to
27 his head. And this dog I know I personally have been following it closely
28 because Cans for Critters, one of the programs that waylaid has donated
29 money towards Benson's care and he is doing very, very well now. They
30 said that they had the foster had the baby gate up where he's staying in
31 this area and during the night while they were sleeping, he had knocked it
32 down and was roaming around in the house. So he's starting to gain
33 some trust and feeling like he belongs to a family now and it's just
34 wonderful to follow this story. And it takes a village for sure. Thank you
35 very much.

36
37 Eakman: Questions or comments?

38
39 Gilbert: Are there any questions?

40
41 Smith: Thank you Mr. Chairman. And thank you Ms. Gilbert. I am very touched
42 by Benson's story of course but you also mentioned some equipment at
43 the dog park. Has that been recently installed and it's permanently
44 installed there?

45
46 Gilbert: Yes, recently and permanently.

1
2 Smith: Wonderful. Well thank you. I'm not sure how agile our dogs are, but we
3 may take them over and check it out. Thank you. Thank you Ms. Gilbert.
4 Thank you Mr. Chair.
5
6 Gilbert: Thank you.
7
8 Eakman: Thank you Board Member Smith. Any other comments? Seeing none.
9 Thank you so much.

10
11 **VI. PUBLIC INPUT**
12

13 Eakman: And now, it is time for public comment. So would anyone like to come
14 forward? Yes, Mr. Bryce. Do we have other members of the public that
15 would like to address? Yes. If you would, why don't you come forward to
16 a front row seat and will be right after Mr. Bryce.
17

18 Bryce: Frank Bryce, President HSSNM. I'm really buoyed with this meeting and
19 the last ones. I want to commend first Mary Lou and I can't even think of
20 your name, sorry Gino, for their reports. Those are very helpful to know
21 what's going on. I want to commend Liz Seeley and Janine Torres out at
22 the shelter. They've really helped us a lot with some cases that needed
23 some help and one of them actually contained our organization, Gino's
24 organization, and the shelter with a hoarding case that was really pretty, I
25 think pretty severe although the numbers are small, with a disease of the
26 cats. Gino stepped right up when we told him about it and we really
27 appreciate the work that's going on and the progress we appear to be
28 making. I'm very buoyed. I've had a good week with our animal issues
29 and this meeting certainly was the same thing. I'm trying to make sure,
30 one of them was Charlie. And Charlie we pulled out of the shelter and
31 actually went to Albuquerque. They drove down here the day after they
32 contacted me and I contacted the shelter and we arranged it. A lot of
33 things go on sort of under the table, and not in a criminal way, but out of
34 view. Things are moving very well.
35

36 Smith: Mr. Chair, if I could suggest, maybe we say under the radar not under the
37 table. That might be clearer as far as what we're referring to Mr. Bryce.
38 Thank you.
39

40 Bryce: There is a lot of things that don't get noticed that are going on with all
41 these organizations. They don't get full credit and right now the
42 communication and the cooperation, the collaboration, I think is probably
43 as high a peak as I've seen it. We certainly hope to continue that way.
44 And anyway this has been a very good week for all of us I think. Thank
45 you.
46

1 Eakman: Thank you Mr. Bryce. What a difference a quarter of a year makes. And
2 our next. Good morning, please introduce yourself.
3
4 English: My name is Janice English and I'm the treasurer with the Spay and Neuter
5 Action Program. I want to say good morning to all of you. I don't know
6 whether you know or not, but SNAP's been in existence for over 20 years.
7 We've spayed/neutered over 18,000 animals at a cost of over \$1,000,000.
8 Right now we put in for the County, they did a request for proposal for
9 spay and neuter but it only covers the unincorporated areas of Doña Ana
10 County. So if we should get that contract, it does not cover City animals at
11 all or incorporated areas. So we have talked to the County and we have
12 talked to Mr. Ed and Mr. Dollahon and we're trying to get funding for this
13 program, but we will be out of money in April or May and we will have to
14 start turning clients away for spay and neuter. And we are a low-income
15 qualifying organization. They have to qualify for our services. So I just
16 wanted to let you know. I didn't know whether you are aware or not of our
17 program, how long we've been in existence, but we need help, we need
18 funding. And thank you so much. 56% of the animals come from the City,
19 46% come from the County, which is kind of an eye opener. Thank you so
20 much.
21
22 Eakman: Thank you Ms. English. Any comments from the Board? Questions?
23
24 Ellins: Mr. Vice-Chair?
25
26 Eakman: Yes, Mr. Chair.
27
28 Ellins: What is the status of your deliberations with the County at this point?
29
30 English: The bid I think is next month and they'll open the bids and see whether or
31 not we qualify for that bid. If not we do not have funding for spay and
32 neuter. We have a small grant from PetSmart and we're able to run a
33 clinic once a month with that funding, but other than that we are, we will be
34 out of funding for spay and neuter services.
35
36 Ellins: I'm not in the office right now. Could you give me a call on my phone at
37 635-1263 after this meeting is over?
38
39 English: I will do that. I appreciate it sir.
40
41 Ellins: All right, thank you.
42
43 English: Thank you. Thank you Board.
44
45 Eakman: Thank you Mr. Chair. Thank you Ms. English. Is there any other public
46 comment today? Hearing none.

1
2 **VII. CHAIR AND BOARD COMMENTS**
3

4 Eakman: It's time for comments from the Chair or the Board. Mr. Chair, did you
5 have any comments?
6

7 Ellins: Only that at the conclusion of this meeting we will have an Executive
8 Committee meeting in the conference room just outside of Council
9 Chambers.
10

11 Eakman: Mr. Chair. Could you give the members here about five minutes prior to
12 that meeting?
13

14 Ellins: Okay.
15

16 Eakman: Yes, thank you so much. Any comments from Board Members? Yes,
17 Board Member Smith?
18

19 Smith: Thank you Mr. Chairman. I simply want to reiterate or go back to a
20 conversation we've been having in recent years about the City possibly
21 taking over the Animal Services Center as a City Department. I was
22 curious to know if you or anyone else on our Board has heard anything
23 additionally about that. If we are continuing to wait on resolutions or
24 further discussion or work session. Do we know where that discussion
25 has gone?
26

27 Eakman: Does any member of the City Council serving on this Board know? No,
28 we do not.
29

30 Smith: Mr, Chairman. I think Mr. Thacker wants to share some thoughts.
31

32 Eakman: Mr, Thacker.
33

34 Thacker: I do know that there was a meeting scheduled for earlier this week to talk
35 about some challenges and some good and bad. So the discussion is still
36 there. The meeting was not able to be held because Mr. Dollahon fell ill
37 for that day so it just needs to be rescheduled. But there is still talk.
38 There is still some discussion going forward.
39

40 Smith: Thank you Mr. Thacker. I'm not saying that this is something I per se
41 necessarily believe has to happen but there were some very productive
42 discussion going on about this in the past and some reasons why that
43 sounded like it might make sense. And so I hope that we do continue to
44 have productive discussion on that topic. And certainly if we're going to
45 move forward as a Board and as the separate Animal Services Center
46 there are also aspects to how that could operate separate from the City.

1 But those are discussions I do think we all need to make sure are
2 continuing to happen just so that we are optimally operating and you're
3 having all the resources that you need to have to do the good job you're
4 obviously doing and continuing to make the improvements. Thank you Mr.
5 Thacker. Thank you Mr. Chair.
6
7 Eakman: Thank you Mr. Smith. Board Member Gonzalez.
8
9 Gonzalez: I'd like to compliment Mary Lou Ward. I appreciate what you're doing.
10 Continue. And I believe that these (*inaudible*) are escalating for what is
11 the best for the future of our County. Thank you ma'am. I appreciate that.
12
13 Eakman: Thank you. Any other comments?
14
15 Ellins: Mr. Vice-Chair.
16
17 Eakman: Yes Mr. Chair.
18
19 Ellins: With regards to the City taking over the shelter as a City Department, I'm
20 curious as to what exactly the County. Has there been discussion about
21 that internally?
22
23 Eakman: Mr. Smith.
24
25 Smith: Mr. Chairman. Thank you. And thank you Chairman Ellins. The
26 discussion in the past was that it would be a similar sort of agreement to
27 what the City has with the County currently about the Detention Center.
28 So that the County operates the Detention Center and then the City pays
29 fees for the amount of use it gets. We also had a situation where other
30 organizations of course such as this one currently have standard fees set
31 up. The Mesilla Valley Regional Dispatch Authority also has a similar
32 situation where the fees are set annually and continue in that way. So that
33 would be part of the discussion if indeed we moved over to that kind of
34 operation. Then it would operate similarly to as used kind of fee basis as
35 some of the communities are or would it be continuing with something
36 standard such as we currently have with both Mesilla Valley Regional
37 Dispatch Authority and currently with the Animal Services Center of
38 Mesilla Valley. So those are aspects that would still need to be ironed out.
39 But basically the understanding is that the Animal Services Center would
40 still need to operate in the County, would still need to have services
41 available to the County, even though it would be operating much like the
42 bus service which currently mostly operates in the City but does actually
43 have some aspects it reach out into the County and nearby communities.
44 Mr. Thacker, I think, also has some additional thoughts. Thank you.
45

1 Thacker: Thank you for that input Mr. Smith. So I failed to mention before that the
2 attendees of this meeting that we're going to be scheduling are both
3 representatives from the County and also from the City and also from the
4 Center. So all parties are going to be present at that meeting for
5 discussion.
6
7 Ellins: Who is the County representative?
8
9 Thacker: It is one of the Assistant County Managers.
10
11 Ellins: All right. I'll look into that on my side. But if we go to a fee structure, does
12 that mean that the County will discontinue its annual contribution?
13
14 Thacker: That's all part of the discussion.
15
16 Ellins: Okay.
17
18 Eakman: Thank you. Very good questions. Any other questions or comments from
19 the Board? The Vice-Chair has none.
20

21 **VIII. Adjournment (10:33 AM)**
22

23 Eakman: Is there a motion to adjourn?
24
25 Smith: So moved.
26
27 Eakman: Is there a second?
28
29 Gandara: Second.
30
31 Eakman: We are adjourned. Thank you.
32

33 **BOARD OF DIRECTORS**
34

35 _____
Lynn Ellins, Chairperson
36

37 _____
Jack Eakman, Vice-Chair
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39 _____
Kasandra Gandara, Board Member
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Ramon S. Gonzalez, Board Member

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: May 09, 2019 **File #:**
F-19-118

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

Attached are the unaudited financial results of the Animal Service Center for the period ending April 30, 2019, below are some observations for your consideration:

- The Statement of Net Position (page 1) shows a cash balance of \$369,957 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. The General Fund has \$52,604 in outstanding payroll liabilities.
- The Capital Projects Fund also on page 1 shows a cash balance of \$200,620. There are no outstanding receivables in the Capital Fund. There is a \$77,000 PetSmart Grant in Revenues Collected in Advance for the infirmary upgrades that will be completely expended in July 2019 according to Public Works.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are \$2,429,527. YTD operating expenditures are at \$2,243,626 which results in an increase in Net Fund Balance of \$185,901.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 86.1% of budgeted revenues and 77.3% of budgeted expenditures have been recognized. The current budget parameter for this month is 83.3%.
- Temporary Personnel Service expenditures are at 96.5% of budget due to a high number of vacancies in both the front office and kennel tech areas. These positions were recently filled on April 29, 2019.
- Repair and maintenance expenditures are at 85.4% 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 89.0% of budget. This was due to animal food purchases, software, and uniforms and safety wear apparel.
- Insurance expenditures are at 87.0% 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
April 30, 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	\$ 369,957	\$ 200,620	\$ -	\$ 570,577
Accounts receivable	88,776	-	-	88,776
Total Current Assets	<u>458,733</u>	<u>200,620</u>	<u>-</u>	<u>659,353</u>
Capital Assets				
Equipment, net of accum depr	-	-	234,619	234,619
Total Capital Assets	<u>-</u>	<u>-</u>	<u>234,619</u>	<u>234,619</u>
Total Assets	<u>\$ 458,733</u>	<u>\$ 200,620</u>	<u>\$ 234,619</u>	<u>\$ 893,972</u>
Liabilities				
Current Liabilities				
Accounts payable	-	-	-	-
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	52,604	-	-	52,604
Revenue collected in advance	-	77,000	-	77,000
Total Current Liabilities	<u>52,604</u>	<u>77,000</u>	<u>-</u>	<u>129,604</u>
Fund Balance				
Required reserve	241,742	-	-	241,742
Restricted	-	50,000	-	50,000
Unassigned	164,387	73,620	234,619	472,626
Total Fund Balance	<u>406,129</u>	<u>123,620</u>	<u>234,619</u>	<u>764,368</u>
Total Liabilities and Fund Balance	<u>\$ 458,733</u>	<u>\$ 200,620</u>	<u>\$ 234,619</u>	<u>\$ 893,972</u>

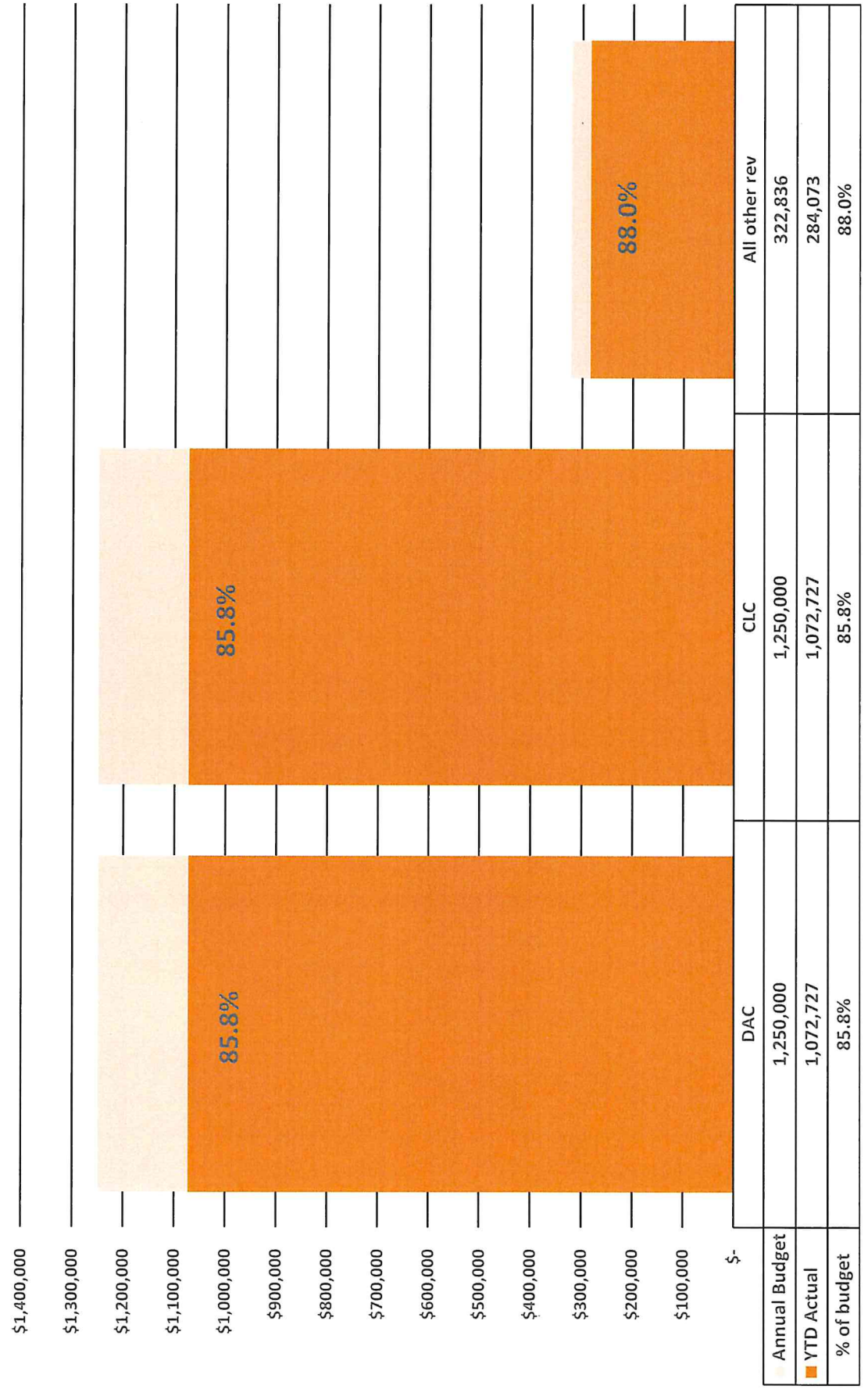
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
For the Period Ended April 30, 2019 (Unaudited)**

	General Fund 7440 Actual	Capital Projects 7441 Actual	Fixed Assets 9440 Actual	Total
Revenues				
Pet licenses-CLC	\$ 31,593	\$ -	\$ -	\$ 31,593
Pet licenses-DAC	13,109	-	-	13,109
Vaccinations	15,553	-	-	15,553
Pet micro-chip	17,695	-	-	17,695
Onsite adoptions	43,056	-	-	43,056
Return to owner-DAC	9,150	-	-	9,150
Return to owner-CLC	20,651	-	-	20,651
Spay/neuter	36,718	-	-	36,718
Dona Ana County	1,072,727	-	-	1,072,727
City of Las Cruces	1,072,727	-	-	1,072,727
City of Anthony	5,600	-	-	5,600
Donations & memorials	23,483	-	-	23,483
Grant revenue	20,000	38,000	-	58,000
City of Sunland Park	140	-	-	140
Village of Hatch	105	-	-	105
Other revenue	26,488	-	-	26,488
Investment income	20,731	-	-	20,731
Total revenues	<u>2,429,527</u>	<u>38,000</u>	<u>-</u>	<u>2,467,526</u>
Expenditures				
Personnel	1,526,289	-	-	1,526,289
Temp agency services	77,199	-	-	77,199
Repairs and maintenance	40,807	-	-	40,807
Services	346,558	-	-	346,558
Supplies	180,825	-	-	180,825
Insurance	46,633	-	-	46,633
Other	25,315	-	-	25,315
Depreciation	-	-	31,373	31,373
Capital outlay	-	929,731	-	929,731
Total expenditures	<u>2,243,626</u>	<u>929,731</u>	<u>31,373</u>	<u>3,204,730</u>
Net Operating Income (Loss)	<u>185,901</u>	<u>(891,731)</u>	<u>(31,373)</u>	<u>(737,203)</u>
Transfers	-	-	-	-
Net Change in Fund Balance	<u>185,901</u>	<u>(891,731)</u>	<u>(31,373)</u>	<u>(737,203)</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>\$ 406,129</u>	<u>\$ 123,620</u>	<u>\$ 234,619</u>	<u>\$ 764,368</u>

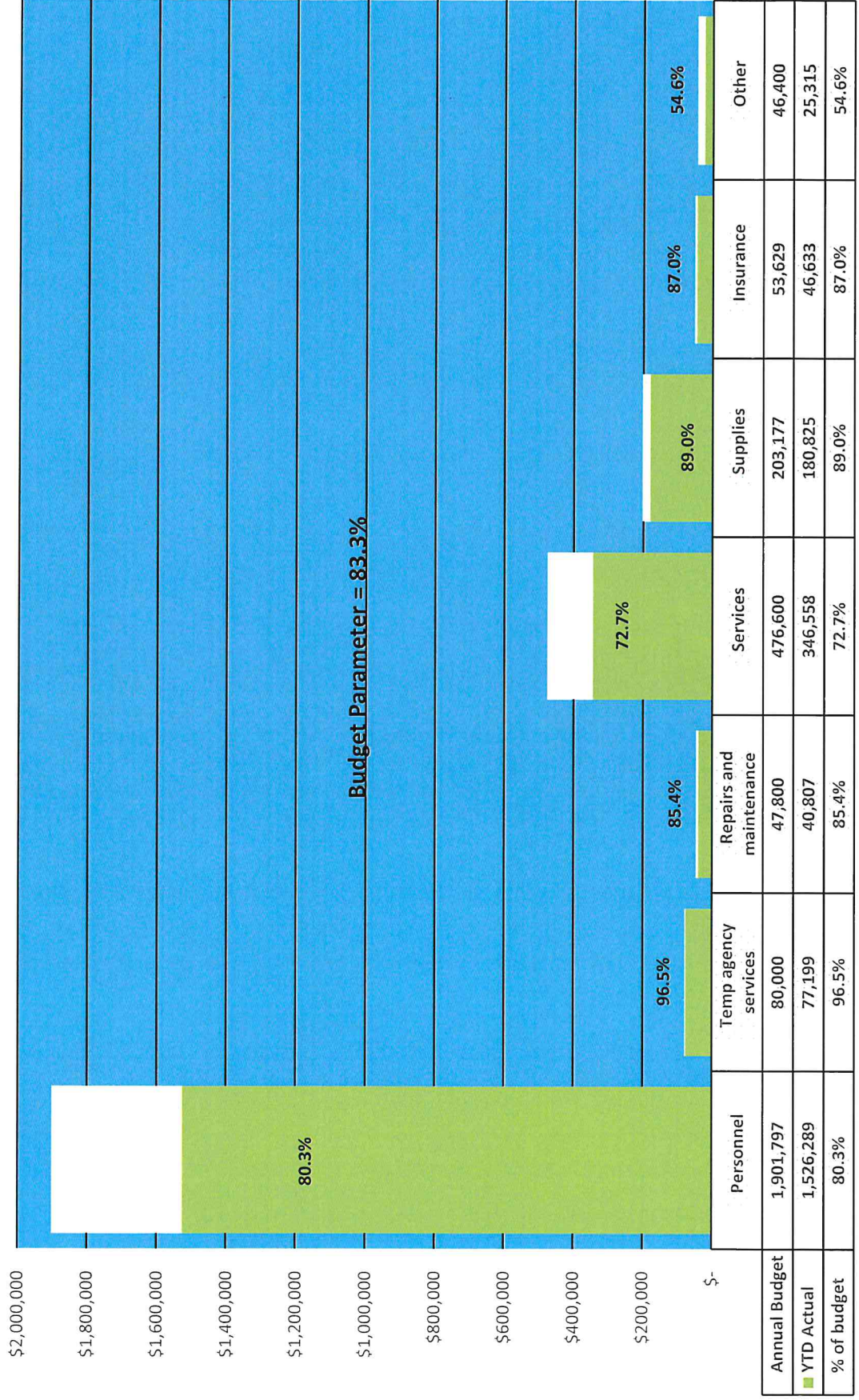
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance - Budget and Actual
For the Period Ended April 30, 2019 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses-CLC	\$ 50,000	\$ 31,593	63.2%
Pet licenses-DAC	18,000	13,109	72.8%
Vaccinations	18,850	15,553	82.5%
Pet micro-chip	25,000	17,695	70.8%
Onsite adoptions	45,000	43,056	95.7%
Return to owner-DAC	10,000	9,150	91.5%
Return to owner-CLC	25,000	20,651	82.6%
Spay/neuter	40,000	36,718	91.8%
Dona Ana County	1,250,000	1,072,727	85.8%
City of Las Cruces	1,250,000	1,072,727	85.8%
City of Anthony	3,000	5,600	186.7%
Donations & memorials	23,619	23,483	99.4%
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	26,488	99.3%
Investment income	17,000	20,731	121.9%
Total revenues	<u>2,822,836</u>	<u>2,429,527</u>	86.1%
Expenditures			
Personnel	1,901,797	1,526,289	80.3%
Temp agency services	80,000	77,199	96.5%
Repairs and maintenance	47,800	40,807	85.4%
Services	476,600	346,558	72.7%
Supplies	203,177	180,825	89.0%
Insurance	53,629	46,633	87.0%
Other	46,400	25,315	54.6%
Capital outlay	91,500	-	0.0%
Total expenditures	<u>2,900,903</u>	<u>2,243,626</u>	77.3%
Net income (loss)	<u>(78,067)</u>	<u>185,901</u>	
Transfer to capital from operations	-	-	
Net change in fund balance	<u>\$ (78,067)</u>	<u>185,901</u>	
Beginning Fund Balance		<u>220,228</u>	
Ending Fund Balance		<u>\$ 406,129</u>	

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



**Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
Expenditures as of April 30, 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	April-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	\$ 3,458	\$ 31,593	63.2%
Pet licenses-DAC	18,000	1,764	1,196	1,002	1,548	1,571	1,960	1,487	750	1,085	746	13,109	72.8%
Vaccinations	18,850	2,238	1,715	1,095	1,972	1,245	1,245	1,483	1,291	1,805	1,243	15,553	82.5%
Pet micro-chip	25,000	2,924	1,483	1,463	1,853	1,415	1,135	2,232	1,457	2,098	1,635	17,695	70.8%
Onsite adoptions	45,000	2,632	2,295	2,390	4,210	4,677	2,147	9,680	4,107	6,333	4,586	43,056	95.7%
Return to owner-DAC	10,000	1,076	571	956	1,141	502	628	709	993	1,760	814	9,150	91.5%
Return to owner-CLC	25,000	1,977	2,026	1,709	2,142	1,830	2,148	2,150	2,620	2,194	1,855	20,651	82.6%
Spay/neuter	40,000	5,641	6,506	3,793	5,766	2,790	3,337	2,501	2,077	2,507	1,800	36,718	91.8%
Dona Ana County	1,250,000	275,000	88,636	88,636	88,636	88,636	88,636	88,636	88,636	88,636	88,636	1,072,727	85.8%
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	88,636	1,072,727	85.8%
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	1,434	23,483	99.4%
Grant revenue	20,000	-	-	-	-	-	-	20,000	-	-	-	20,000	100.0%
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	1,056	26,488	99.3%
Investment income	17,000	2,694	-	-	-	-	12,805	-	1,890	1,695	1,647	20,732	122.0%
Total revenues	2,822,836	582,391	199,384	206,245	203,946	198,075	213,808	222,708	200,809	204,610	197,546	2,429,527	86.1%
Expenditures													
Personnel	1,901,797	100,654	141,754	144,346	133,296	233,149	168,374	152,315	154,403	146,007	151,991	1,526,289	80.3%
Temp agency services	80,000	19,587	(8,553)	5,073	9,866	5,510	8,863	5,139	-	20,582	11,131	77,199	96.5%
Repairs and maintenance	47,800	1,424	2,050	7,853	3,228	381	12,661	4,729	6,522	1,855	104	40,807	85.4%
Services	476,600	41,810	32,738	32,141	55,762	33,113	47,718	17,757	18,879	41,402	25,237	346,558	72.7%
Supplies	203,177	8,402	17,941	25,430	21,055	17,969	10,829	16,333	26,114	20,249	16,506	180,825	89.0%
Insurance	53,629	-	22,055	2,054	10,421	2,054	2,054	2,738	-	2,053	3,203	46,633	87.0%
Other	46,400	2,382	1,151	3,412	3,773	2,619	1,125	4,017	1,389	4,262	1,187	25,315	54.6%
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	236,410	209,359	2,243,626	77.3%
Net Operating Income (Loss)	(78,067)	408,132	(9,752)	(14,064)	(33,453)	(96,720)	(37,816)	19,680	(6,498)	(31,800)	(11,813)	185,901	
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Fund Balance	\$ (78,067)	\$ 408,132	\$ (9,752)	\$ (14,064)	\$ (33,453)	\$ (96,720)	\$ (37,816)	\$ 19,680	\$ (6,498)	\$ (31,800)	\$ (11,813)	\$ 185,901	

**Animal Service Center of the Mesilla Valley
Grants and Donations Schedule
as of April 30, 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.

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2019-05**

A RESOLUTION ADOPTING FISCAL YEAR 2020 ANNUAL BUDGET PER “EXHIBIT A”.

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

WHEREAS, the ASCMV requires a Fiscal Year 2020 Annual Budget, and

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

(I)

THAT the ASCMV’s Fiscal Year 2020 Annual Budget as reflected in Exhibit “A” attached hereto and made part of this resolution is hereby Approved.

(II)

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

PASSED AND APPROVED this 9th day of May, 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



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**ANIMAL SERVICES CENTER OF MESSILLA VALLEY
OPERATING FUND 7440 EXPENSES
FY 2019-2020 BUDGET
5/7/2019**

ORG	OBJECT	PROJECT	DESCRIPTION	FY 2018 ACTUAL	FY2019 PROJECTED	FY2020 REQUESTED
7440	990200	97441	TRANSFER TO	\$ 244,448.00	\$ -	\$ -
79000000	601000		ADMINISTRATIVE SALARIES	\$ 352,563.51	\$ 463,674.00	\$ 529,061.00
79000000	601010		CLASSIFIED	\$ 569,014.87	\$ 760,790.00	\$ 910,839.00
79000000	601030		PART-TIME - REGULAR	\$ 29,579.06	\$ 23,498.00	\$ 40,969.00
79000000	601050		CONTRACT EMPLOYEES	\$ 145,244.51	\$ 140,002.00	\$ 130,000.00
79000000	601060		STANDBY PAY	\$ 420.00	\$ -	\$ -
79000000	601110		SCHEDULED OVERTIME	\$ 97,315.14	\$ 80,000.00	\$ 80,000.00
79000000	601120		FICA MEDICARE	\$ 16,494.14	\$ 19,919.00	\$ 20,537.00
79000000	601130		FICA SOCIAL SECURITY	\$ 70,526.70	\$ 84,615.00	\$ 89,807.00
79000000	601140		PERA	\$ 139,228.07	\$ 187,376.00	\$ 142,642.00
79000000	601155		OPEB PENSION EXPENSE	\$ 33,758.03	\$ -	\$ -
79000000	601160		DENTAL INS	\$ 5,150.18	\$ 6,563.00	\$ 8,930.00
79000000	601170		HEALTH INS	\$ 77,244.41	\$ 102,169.00	\$ 138,292.00
79000000	601180		WORKERS COMPENSATION	\$ 407.76	\$ 450.00	\$ 510.00
79000000	601190		CELL PHONE STIPEND	\$ 572.24	\$ 2,792.00	\$ -
79000000	601210		VEHICLE ALLOWANCE	\$ 1,176.91	\$ 3,600.00	\$ -
79000000	601230		LIFE AND DISABILITY INS	\$ 1,232.47	\$ 1,770.00	\$ 3,276.00
79000000	601260		RETIREMENT HEALTH CARE INS	\$ -	\$ 24,579.00	\$ 33,253.00
79000000	601270		SPCL SALARY INCR RESERVE	\$ -	\$ -	\$ -
79000000	699999		TEMP AGENCY SERVICES	\$ 158,695.96	\$ 80,000.00	\$ -
SALARY & BENEFITS EXPENSES COMBINED				\$ 1,943,071.96	\$ 1,981,797.00	\$ 2,128,116.00
79000000	701000		SUPPLIES GENERAL	\$ 200,583.75	\$ 159,250.00	\$ 160,000.00
79000000	701000	11739	SUPPLIES GENERAL	\$ -	\$ 3,618.74	\$ -
79000000	701020		SOFTWARE	\$ 3,573.20	\$ 8,000.00	\$ 5,000.00
79000000	701040		ADVERTISING	\$ 59,379.48	\$ 35,000.00	\$ 35,975.00
79000000	701060		PRINT & COPY FEES	\$ -	\$ -	\$ -
79000000	701080		POSTAGE AND FREIGHT	\$ 523.55	\$ 2,000.00	\$ 1,032.00
79000000	701180		MINOR EQUIPMENT	\$ 7,784.56	\$ 19,250.00	\$ 23,596.00
79000000	701180	11454	MINOR EQUIPMENT	\$ -	\$ -	\$ -
79000000	701220		UNIFORMS & SAFETY WEAR APPAREL	\$ 2,842.34	\$ 3,800.00	\$ 1,951.00
79000000	711100		GENERAL UTILITY SERVICES	\$ 44,490.14	\$ 40,000.00	\$ 40,000.00
79000000	711200		TELEPHONE & CELL PHONES	\$ 11,770.22	\$ 12,600.00	\$ 11,731.00
79000000	721000		AUDITING & FINANCIAL SERVICES	\$ 2,722.74	\$ 5,000.00	\$ 5,000.00
79000000	721070		PROFESSIONAL/TECHNICAL SERVICE	\$ 166,067.56	\$ 160,000.00	\$ 130,000.00
79000000	721070	11453	PROFESSIONAL/TECHNICAL SERVICE	\$ -	\$ -	\$ -
79000000	721070	11456	PROFESSIONAL/TECHNICAL SERVICE	\$ -	\$ -	\$ -
79000000	721075		TEMP AGENCY SERVICES	\$ -	\$ -	\$ 70,000.00
79000000	721080		PURCHASED SERVICES GENERAL	\$ 86,119.38	\$ 91,000.00	\$ 50,000.00
79000000	721080	11710	PURCHASED SERVICES GENERAL	\$ -	\$ -	\$ -
79000000	721080	11721	PURCHASED SERVICES GENERAL	\$ -	\$ -	\$ -
79000000	721080	11764	PURCHASED SERVICES GENERAL	\$ -	\$ 20,000.00	\$ -
79000000	730100		VEHICLE REPAIR & MAINTENANCE	\$ 11,145.47	\$ 15,000.00	\$ 8,429.00
79000000	731100		FUEL	\$ 5,589.86	\$ 7,500.00	\$ 5,863.00
79000000	732200		MAINTENANCE & REPAIRS	\$ 21,157.78	\$ 32,800.00	\$ 25,000.00
79000000	760000		TRAVEL	\$ 4,885.55	\$ 16,000.00	\$ 16,952.00
79000000	760100		TRANSPORTATION	\$ 33,141.90	\$ 29,000.00	\$ 45,789.00
79000000	761000		ADMINISTRATIVE CHARGES	\$ 115,232.21	\$ 111,000.00	\$ -
79000000	770000		LIABILITY INSURANCE PREMIUMS	\$ 16,940.00	\$ 20,629.00	\$ 20,631.00
79000000	770200		UNEMPLOYMENT COMPEN PREMIUMS	\$ 3,886.76	\$ 3,000.00	\$ 4,076.00
79000000	770300		WORKERS COMP INS PREMIUMS	\$ 32,620.00	\$ 30,000.00	\$ 37,232.00



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ANIMAL SERVICES CENTER OF MESSILLA VALLEY
OPERATING FUND 7440 EXPENSES
FY 2019-2020 BUDGET
5/7/2019

ORG	OBJECT	PROJECT	DESCRIPTION	FY 2018 ACTUAL	FY2019 PROJECTED	FY2020 REQUESTED
79000000	780050		FOOD & BEVERAGE	\$ 814.78	\$ 1,758.00	\$ 1,137.00
79000000	790140		LICENSES/PERMITS/CERTIFICATION	\$ 509.10	\$ 1,400.00	\$ 763.00
OPERATING EXPENSES				\$ 831,780.33	\$ 827,605.74	\$ 700,157.00
79000000	801000		BUILDING/BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -
79000000	807000		ROLLING EQUIPT	\$ -	\$ 66,000.00	\$ -
79000000	807000	11453	ROLLING EQUIPT	\$ -	\$ -	\$ -
79000000	807000	11454	ROLLING EQUIPT	\$ -	\$ -	\$ -
79000000	807000	11455	ROLLING EQUIPT	\$ -	\$ -	\$ -
79000000	808000		MAJOR EQUIPMENT	\$ -	\$ 25,500.00	\$ -
CAPITAL EXPENSES				\$ -	\$ 91,500.00	\$ -
TOTAL EXPENSES				\$ 2,774,852.29	\$ 2,900,902.74	\$ 2,828,273.00



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**ANIMAL SERVICES CENTER OF MESSILLA VALLEY
OPERATING FUND 7440 REVENUES
FY 2019-2020 BUDGET
5/7/2019**

ORG	OBJ	PROJECT	DESCRIPTION	FY 2018 ACTUAL	FY 2019 PROJECTED	FY 2020 REQUESTED
7440	570000		INVESTMENT INCOME	\$ (19,674.36)	\$ (19,100.00)	\$ (18,235.00)
7440	570100		NET INCR(DECR) FAIR VAL INVEST	\$ (73.88)	\$ -	\$ -
7440	591190		OTHER REVENUE	\$ -	\$ -	\$ -
7440	909000		SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
7440	990100	91000	TRANSFER FROM	\$ (901,787.00)	\$ (1,250,000.00)	\$ (1,250,000.00)
79000000	501900		CHARGES FOR SERVICES OTHER	\$ 35.00	\$ -	\$ -
79000000	509010		PET LICENCES	\$ (51,961.50)	\$ (50,000.00)	\$ (59,608.00)
79000000	509010	11538	PET LICENCES	\$ (16,615.76)	\$ (18,000.00)	\$ (18,000.00)
79000000	509020		VACCINATIONS	\$ (20,635.52)	\$ (18,850.00)	\$ (19,339.17)
79000000	509030		PET MICRO-CHIP	\$ (43,445.70)	\$ (25,000.00)	\$ (39,968.00)
79000000	509040		ONSITE ADOPTIONS	\$ (39,653.36)	\$ (45,000.00)	\$ (51,787.00)
79000000	509050		DAC RETURN TO OWNER	\$ (10,805.32)	\$ (10,000.00)	\$ (10,333.00)
79000000	509060		CLC RETURN TO OWNER	\$ (23,563.44)	\$ (25,000.00)	\$ (28,517.00)
79000000	509070		SPAY/NEUTER	\$ (47,612.00)	\$ (40,000.00)	\$ (51,088.00)
79000000	509110		ANIMAL SHELTER SERVICES	\$ (6,945.00)	\$ (7,000.00)	\$ (10,156.00)
79000000	509120		DONA ANA COUNTY	\$ (901,787.04)	\$ (1,250,000.00)	\$ (1,250,000.00)
79000000	509200		CITY OF ANTHONY	\$ (4,585.00)	\$ (6,000.00)	\$ (6,000.00)
79000000	509210		SUNLAND PARK	\$ (600.00)	\$ (500.00)	\$ (2,858.00)
79000000	509310		VILLAGE OF HATCH	\$ (175.00)	\$ (200.00)	\$ (338.00)
79000000	591000		CASH OVER/SHORT	\$ 56.00	\$ -	\$ -
79000000	591150		DONATIONS & MEMORIALS	\$ (30,238.74)	\$ (20,000.00)	\$ (21,263.00)
79000000	591150	11721	DONATIONS & MEMORIALS	\$ -	\$ -	\$ -
79000000	591150	11739	DONATIONS & MEMORIALS	\$ -	\$ (3,618.74)	\$ -
79000000	591190		OTHER REVENUE	\$ (13,335.09)	\$ (19,667.00)	\$ (20,000.00)
79000000	591190	11453	OTHER REVENUE	\$ -	\$ -	\$ -
79000000	591190	11454	OTHER REVENUE	\$ -	\$ -	\$ -
79000000	591190	11456	OTHER REVENUE	\$ -	\$ -	\$ -
79000000	591190	11710	OTHER REVENUE	\$ -	\$ -	\$ -
79000000	599200	11455	STATE GRANTS	\$ -	\$ -	\$ (3,853.00)
79000000	599300	11764	LOCAL & OTHER GRANTS	\$ -	\$ (20,000.00)	\$ (5,000.00)
TOTAL REVENUES				\$ (2,133,402.71)	\$ (2,827,935.74)	\$ (2,866,343.17)



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ANIMAL SERVICES CENTER OF MESSILLA VALLEY
CAPITAL FUND 7441 REVENUES & EXPENSES
FY 2019-2020 BUDGET
5/7/2019

ORG	OBJ	PROJECT	DESCRIPTION	FY 2018 ACTUAL	FY 2019 PROJECTED	FY 2020 REQUESTED
7441	570000		INVESTMENT INCOME	\$ -	\$ -	\$ -
7441	570100		NET INCR(DECR) FAIR VAL INVEST	\$ -	\$ -	\$ -
7441	990100	97440	TRANSFER FROM	\$ (244,448.00)	\$ -	\$ -
7441	990100	97480	TRANSFER FROM	\$ (600,000.00)	\$ -	\$ -
79000001	591150	11627	DONATIONS & MEMORIALS	\$ (50,574.02)	\$ -	\$ -
79000001	599200	10696	STATE GRANTS	\$ (14,775.00)	\$ -	\$ -
79000001	599300	11628	LOCAL & OTHER GRANTS	\$ -	\$ (38,000.00)	\$ -
79000001	599300	11732	LOCAL & OTHER GRANTS	\$ -	\$ (40,000.00)	\$ (37,000.00)
TOTAL REVENUES				\$ (909,797.02)	\$ (78,000.00)	\$ (37,000.00)
79000001	801000		BUILDING/BUILDING IMPROVEMENTS	\$ 18,275.88	\$ 1,068,686.00	\$ 28,000.00
79000001	801000	10696	BUILDING/BUILDING IMPROVEMENTS	\$ 14,775.00	\$ -	\$ -
79000001	801000	11627	BUILDING/BUILDING IMPROVEMENTS	\$ -	\$ 50,000.00	\$ -
79000001	801000	11628	BUILDING/BUILDING IMPROVEMENTS	\$ -	\$ 38,000.00	\$ -
79000001	801000	11732	BUILDING/BUILDING IMPROVEMENTS	\$ -	\$ 40,000.00	\$ 37,000.00
TOTAL EXPENSES				\$ 33,050.88	\$ 1,196,686.00	\$ 65,000.00

ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
PROPOSED BUDGET
 BUDGET FISCAL YEAR 2019-2020

	7440 ANIMAL SERVICES CENTER			
	2019-20			
	2017-18 Actual	FY19 Revised Budget	FY19 Projected	FY20 Proposed
RESOURCES				
Beginning Balance	\$ 977,213	330,482	330,482	257,515
Revenues				
ASCMV Revenues	1,231,616	1,572,836	1,577,936	1,616,343
Total Revenues	1,231,616	1,572,836	1,577,936	1,616,343
TOTAL RESOURCES	\$ 2,208,829	1,903,318	1,908,418	1,873,858
Expenditures				
Personnel	1,698,624	1,981,797	1,981,797	2,128,116
Operating	831,780	827,606	827,606	700,157
Capital	0	91,500	91,500	0
Operating Transfers Out	244,448	0	0	28,000
Total Expenditures	\$ 2,774,852	2,900,903	2,900,903	2,856,273
Transfer in -	901,787	1,250,000	1,250,000	1,250,000
ENDING BALANCE	\$ 335,763	252,415	257,515	267,585
Reserve:				
1/12th Reserve	210,867	241,742	241,742	235,690
UN-RESERVED BALANCE	\$ 124,896	10,673	15,773	31,895

ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
PROPOSED BUDGET
 BUDGET FISCAL YEAR 2019-2020

	7441 ASCMV CAPITAL			
	2019-20			
	2017-2018 Actual	FY19 Revised Budget	FY19 Projected	FY20 Proposed
RESOURCES				
Beginning Balance	\$ 143,112	1,130,351	1,130,351	11,665
Revenues				
ASCMV Revenues	65,349	115,000	78,000	37,000
Total Revenues	65,349	115,000	78,000	37,000
TOTAL RESOURCES	\$ 208,461	1,245,351	1,208,351	48,665
Expenditures				
Personnel	0	0	0	0
Operating				0
Capital	33,051	1,233,686	1,196,686	65,000
Total Expenditures	\$ 33,051	1,233,686	1,196,686	65,000
Transfer in	844,448	0	0	28,000
Adjustment	110,493	0	0	0
ENDING BALANCE	\$ 1,130,351	11,665	11,665	11,665