

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, September 12th, 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 July 11th, 2019.
- V. Reports/Presentations**
 - a. City and County ACO Reports – City Animal Control and County Animal Control
 - b. Shelter Statistics/Activities – Clint Thacker
 - c. Committee Reports
 1. Finance – Jack Eakman, Committee Member
 2. Executive – Lynn Ellins, Committee Chair
 3. Facilities – Greg Smith, Committee Chair
 - d. Zero In 7 Update
- VI. Discussion Items**
 - a. Executive Director's Annual Performance Review
- VII. Action Items**
 - a. Move ASCMV Monthly Board Meeting to the 4th Thursday of Each Month
 - b. Resolution 2019-09: Approve A Fund Balance Policy For the ASCMV
 - c. Resolution 2019-10: Establish A Fee Schedule For the ASCMV
- VIII. Public Input**
- IX. Chair and Board Comments**
- X. Adjournment**

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Ellins: Here.

III. Changes to Agenda and Approval of Agenda

Ellins: Clint are there any changes to the agenda?

Smith: Mr. Chairman. I move that we approve the agenda as presented.

Ellins: Is there a second?

Sanchez: Second.

Ellins: Are there any changes or amendments, deletions? Hearing none please call the roll.

Baum: Board Member Smith.

Smith: Yes.

Baum: Board Member Sanchez.

Sanchez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Chairman Ellins.

Ellins: Absolutely.

IV. Minutes

A. Approval of the Minutes from the regular ASCMV Board Meeting held June 13, 2019

Ellins: Moving on to reports and presentations. Oh the minutes. Pardon me.

Eakman: I would move approval of the minutes of June 13, 2019.

Sanchez: Second.

Ellins: Is there any discussion? Hearing none please call the roll.

Baum: Board Member Smith.

1
2 Smith: Yes.
3
4 Baum: Board Member Sanchez.
5
6 Sanchez: Yes.
7
8 Baum: Board Member Eakman.
9
10 Eakman: Yes.
11
12 Baum: Chairman Ellins.
13
14 Ellins: Yes. Thank you.
15

16 **V. Reports/Presentations**

17
18 **A. City and County ACO Reports - City and County Animal Control**
19

20 Ellins: All right the County ACO report.
21

22 Ward: Good morning Chair, Board Members. Mary Lou Ward Animal Control
23 and Codes Supervisor for Doña Ana County. So go ahead and start in off
24 for our June 2019 report. We'll start off with the number of animals picked
25 up. We picked up a total of 345 animals. And to break that down we've
26 got our owner release dogs, there was 13 of those, 10 owner release cats,
27 166 stray dogs, 75 stray cats, and 14 animals for care and welfare; 17
28 injured animals and 12 that were rabies quarantines. So that was a total
29 of 307 that actually went to the shelter. Because on the other side if you
30 look we had one livestock, nine snake calls, and 28 dead animals.

31 And our return to owners for June, we had 61 return to owners with
32 a year to date, I just added that on this slide because I thought that was
33 kind of nice to look at. We have 465 up to date. We had scanned 274
34 microchips last month and 32 microchips were found; 10 identification tags
35 were traced back to the owners, and we had six visible tags. So the types
36 ...
37

38 Ellins: Why do you not scan dead animals? Because I would think that perhaps
39 you would find the owner and at least the owner would be notified.
40

41 Ward: We do scan dead animals. If we look under that and I apologize because
42 in the previous Board meetings I've explained the difference on some of
43 the animals that were dead that we can't scan. Like if they're pretty much
44 in pieces on the road and they're unscannable, we can't scan those. We
45 will scan an animal that's passed away if it's scannable.
46

1 Ellins: Okay. Thank you.
2
3 Sanchez: Mr. Chair.
4
5 Ellins: Yes.
6
7 Sanchez: Ms. Ward. I just had a quick question.
8
9 Ellins: Board Member Sanchez.
10
11 Sanchez: Ms. Ward. I just had a quick question. The year to date, is that from
12 January or the fiscal year?
13
14 Ward: January.
15
16 Sanchez: Very good. Thank you.
17
18 Ward: Thank you. So going on to the types of calls that we responded to. We
19 took 828 calls for service for just the Animal Control portion of the
20 department. And out of that we had eight of our cases went to court in
21 June, 51 injured animal calls, we had two cruelty animal calls, 40 vicious
22 animal calls, and 23 bite calls.
23 So if you look on the other side we educated or got compliance on
24 38 licensing microchips and 33 permits, 43 rabies vaccinations, and 77
25 care and maintenance ordinance violations. So the care and maintenance
26 would be something like, you know the dog's tied too tight, doesn't have
27 shade or water, and especially with the summertime coming we'll probably
28 see those numbers rise.
29 Going in to our spay and neuter project, I'm happy to say that our
30 Board of County Commissioners just approved another funding for a
31 continuation of our spay and neuter project that will give relief to the
32 residents of the entire County, the unincorporated areas of the County.
33 So we'll be doing spay and neutering for those areas. So we're happy to
34 report that.
35 Going to the pilot project of the Doña Ana area, which is almost at a
36 close because we're just waiting on the numbers to come in from the
37 SNAP program. But we've hit 1,695 residents and that's going door to
38 door to door educating the residents about the program, what it's about,
39 and getting a census of the animals that are out there in this area as well.
40 How many dogs do you have, how many cats, are they vaccinated, and
41 that type of thing. Are they male female? So we can kind of keep a
42 census for ourselves. So the dogs that were fixed on that were 1,074,
43 cats were 255, and homes with no animals were 679. We ran into 67
44 vacant properties where no one's living. And so that leaves dogs that
45 were intact were 361, cats were 41, and we left where people weren't
46 home, we've left 351 notices. We did give out 177 vouchers. Now each

1 voucher has a place for up to four animals per voucher. We're allowing six
2 animals per household but we could give them two vouchers per
3 household if we need to. So that gives us a total of 402 animals that were
4 intact, not fixed that we have come across in this project area.

5 So going into our reports I just wanted to add because I thought it
6 was important to show the Board on the number of hours that we've put
7 into this as well, because it's very important on the education that we're
8 putting out there. We put 432 hours of going door to door and educating
9 the public on this. Administration hours are at 20 and I don't have the
10 follow up hours yet because the project's not complete.

11 Reports from SNAP that have come back so far from us, and this is
12 not by all complete, this has just been what's been reported so far. We've
13 had 39 animals that were fixed. Eight of those animals were non-
14 qualifying, we had four people unwilling to fix their animal for whatever
15 reason and those people we will go back to and do a follow up to see what
16 the issues were. Then at that point they'll need to get an intact permit.
17 And then of course one was a feral cat.

18 And then finally going into our ACES project which I think is very
19 important too because it incorporates our codes enforcement along with
20 our Animal Control so it's a great partnership and it does a tremendous
21 amount of educational outreach to the community. And we are in our
22 seventh year of this project and we're closing this up for this fiscal year.
23 Today the officers were out doing the follow up as we speak for the Vado
24 area. But in La Union, we picked up 2.95 tons of trash in that community.
25 Going in to door-to-door and educating them from Animal Control and
26 codes, fining and zoning. We saw a total of 27.8% increase in
27 compliance. In Salem 21.57% increase with a total of 12.7 tons of trash.
28 Radium Springs was 30.19% increase with a total of 12.0 tons of trash.
29 Anthony was 25.3% increase with 6.16 tons of trash. And in Vado, we
30 haven't got that percentage yet because they're doing the follow up today
31 but we did pick up 3.1 tons of trash and 3.02 tons of tires that were picked
32 up from that community as a whole. So with that I'll stand for any
33 questions.
34

35 Smith: Thank you Mr. Chairman and thank you Officer Ward. I appreciate the
36 inclusion of the photographs. They seem to help make some of the
37 points. Also your mention of the tires being picked up as we go into our
38 monsoon season and we see mosquitos looking for places to lay eggs that
39 certainly is helpful. But thank you for informing us of the broad range of
40 things that you all are doing and you all taking on that reach. I really
41 appreciate that.
42

43 Ward: Thank you.

44
45 Smith: Thank you. Thank you Mr. Chairman.
46

1 Ellins: Ex-Officio Member Lusk. It's been a while since you took this program
2 over from the Sherriff's department. But you have any idea whether the
3 Sherriff at that time was able to compile a kind of statistics that you
4 present?
5

6 Lusk: During the time that we were with the Sherriff's department our Animal
7 Control and Codes still, that was during Todd Garrison's Sherriff time.
8 And those stats were compiled by Mary Lou at that time as well. From the
9 very beginning.
10

11 Ellins: So they were as extensive as what you've been showing us?
12

13 Lusk: Yes. And each year and we're fixing to have our workshop on July 25th
14 where Mary Lou will bring out all the past years of areas that we've gone
15 to and that's what helps us to decide in conjunction with our Officers
16 where the next one's we will go to next calendar year or next fiscal year.
17 And so those stats are really important because we can see the progress
18 that's been made and we do get residents from certain communities that
19 want us to come back. And so we've got their list, their wish list basically
20 but we look at how many times we've already been to that community and
21 we try to spread the wealth and we go to different areas.
22

23 Ellins: I had a question that's more about going into Anthony. Anthony is a
24 municipality. All the other ACE projects were not incorporated. Did you
25 actually go within the city or just around the fringes?
26

27 Ward: We will not go into the incorporated areas of any municipality unless we
28 are partnering with them and maybe someone in their department, like
29 their codes officer or their Mesilla Marshall or their Deputy, one of those
30 that call us in and needs assistance, then we'll work something out with
31 them. But we will not just readily go into that community. We stay out of
32 the outskirts and in unincorporated areas and that's where we
33 concentrate.
34

35 Sanchez: Mister.
36

37 Ellins: Board Member Sanchez.
38

39 Sanchez: Thank you. Ms. Ward, and actually Ms. Lusk. I was curious, I had two
40 questions. One do you have a calendar or a schedule set for the ACES
41 program for this fiscal year yet?
42

43 Ward: Well this fiscal year is over. Today's the last one that we're conducting
44 and we're closing it out. Like Vicki said we will have our ACES project
45 July 25th and so I will just like to say to any of the Board Members,
46 Commissioners, if there's any area you prefer and you would like for us to

1 concentrate on please send us an e-mail with that so that we can look at it
2 and we can incorporate it into our next calendar year. Because that will
3 be set on July 25th. And then what we do is we also set off the roll offs to
4 come in that area because the ACES project will go into that community
5 and we set it up to where we'll go a week and a half later back out to that
6 community with a roll off that provides the residents a way to come into
7 compliance. So we not only have a roll off there, we have the
8 microchipping, we have you know the vaccinations. Everything happening
9 in that rural area as much as possible. And then of course our next ACES
10 comes back to do the follow up to see where we are in compliance.

11
12 Sanchez: Okay. Very good then. I think that was one, I think I mentioned last time I
13 think that's the one thing I continuously hear from my constituents is just
14 how, the positive feedback I get from you all from that program. From that
15 and SNAP, so that's why I was asking. I just wanted to see, I think they're
16 anxious to find out when we might be back in there communities.

17
18 Ward: Yes. Thank you. I will send out a calendar once that is created for the
19 next fiscal year and I will send it out to all the Board Members and
20 Commissioners.

21
22 Sanchez: Great. Thank you.

23
24 Ward: Thank you. Any other questions? Thank you.

25
26 Ellins: City ACO.

27
28 Jimenez: Good morning Mr. Chairman, Members of the Board. My name is Gino
29 Jimenez, I'm the Animal Control Supervisor for the City of Las Cruces. I'm
30 going to present you my June 2019 numbers. First of all, we responded to
31 512 calls for stray animals. Of those 191 were GOA. We were able to
32 apprehend 327 strays. We impounded 292 animals, 133 of them were
33 dogs, 154 were cats. We were successful in field RTO-ing 35 animals
34 back to their owners without them going to the Animal Shelter. We were
35 unsuccessful in returning 38 of those for whatever reason. Maybe nobody
36 was home, they were unable to secure, so those animals ended up going
37 to the Animal Shelter. So we had a total of 73 identifiable animals.

38
39 Ellins: Do those animals that you returned to the Shelter, do they later get
40 reclaimed to any extent?

41
42 Jimenez: That would be a question for Mr. Thacker. That would, he's the keeper of
43 that data.

44
45 Ellins: Can you tell us the status Mr. Thacker?

46

1 Thacker: No. We'd have to pull that specific numbers on that specific month. I
2 believe it's going to be in our quarantined, or our quarterly report in the
3 Director's report that's coming up next.
4

5 Jimenez: Going on to our next slide, this is our three-year comparison for our stray
6 animals. As you can see for the month of June 2019 we responded to 518
7 reported strays. So for a total of the fiscal year we responded to 6,468
8 calls for strays.

9 This is our three-year comparison for field RTO's. This month we
10 had 35 which we are very, very consistent across the board, for a total of
11 550 for this fiscal year, Fiscal 2019. And I will stand for any questions.
12

13 Ellins: Hearing none we'll move on. Thank you.
14

15 Smith: Mr. Chairman. Sorry I didn't press quickly enough.
16

17 Ellins: Board Member Smith. You got to be quicker.
18

19 Smith: I apologize. And Officer Jimenez thank you so much. I think that you, it
20 looks to me like based on the annual Fiscal year reports that we are
21 seeing that we're really fairly consistent throughout those years. Is there
22 anything that sticks out for you as far as anything that we might notice as
23 being something distinct between those years? As I said the chart looks
24 pretty consistent.
25

26 Jimenez: Mr. Chairman, Board Member Smith. Our numbers are pretty consistent.
27 One thing that we have seen is a huge decrease in bites over the last
28 couple years. So if we continue to follow that trend we, of course we've
29 set our PEAK Performance numbers and that is for that number to go
30 down by 30% from last year. We met that goal at 27%. So our reported
31 bites are going down tremendously and they have been over the past five
32 years. So that is one number that it spikes some interest for us, however,
33 you know the reported strays, since we started collecting data, these
34 numbers are pretty consistent even if you go back to 2014, 2015.
35

36 Smith: Well thank you Officer Jimenez. I think the number of bites going down is
37 good news. I appreciate that. Look forward to that continuing. Thank you
38 very much. Thank you Mr. Chairman.
39

40 Ellins: Thank you.
41

42 Jimenez: Thank you sir.
43

44 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives** 45

46 Ellins: Shelter report. Mr. Thacker.

1
2 Thacker: Good morning. For presentation today we have the Shelter statistics for
3 June. Also in this is going to be the second quarter of reports for the
4 Animal Services Center.
5 So Shelter statistics for June. Total intake 526 dogs, 492 cats, 26
6 others for a total of 1,044 animals. So that shows a significant increase
7 since 2018 of the same time period where we had 894.
8
9 Ellins: To what do you attribute to the increase?
10
11 Thacker: I'm sorry?
12
13 Ellins: What do you attribute the increase to?
14
15 Thacker: We're going to go through and see which ones are up. They're both
16 increased in 2018 for dogs and also for cats. One thing we can attribute
17 to is the more successful we are the more we put a word out that "hey look
18 what we're doing. We're doing great things" and that does have a
19 negative affect because people say "hey they're doing great things. Let's
20 take the animals in, we know they're not going to be euthanized or they're
21 not going to have something bad happen to them or they'll get them out
22 quickly." So we can contribute that portion to the success we're having
23 means more animals do come in and that's very common when shelters
24 are trying to turn that corner.
25 So the June outcomes had 181 adoptions, 106 reclaims, 187 sent
26 to rescues, 126 community cats, euthanized was 163, for a live release
27 rate of 78.7%. When you compare that to June of 2018, more adoptions
28 happened 2019 with 181. 106 reclaims, community cats was more and
29 our euthanasia was more with smaller percentage though and live release
30 rate was that 7/10ths higher, that 78.7%. The current total animal count
31 as of yesterday when Bernice did this beautiful spreadsheet with the
32 PowerPoint is 719. It's down from last year where we were at 743.
33 Now for some mid-year statistics for the quarter. This is an intake
34 chart January through June of 2018 to 2019 comparison. So the dark
35 green is 2019. You look at and we're at 4,788 for intake. And see that's
36 down from last year at this time which was 5,096. We look at euthanasia's
37 and they're up just a little bit at 582. Three portions on this one: reclaims,
38 adoptions, and rescues. Again you want to look at that green bar on the
39 end. 597 reclaims so it's down about 100 from last year at this time. The
40 adoptions are up 1,180 adoptions compared to 883 of last year. And then
41 rescues were at 1,572 this year compared to the 2,214 from last year. But
42 the thing we're seeing, the big decrease on that is everybody is full. We
43 are contacting people we have never even thought of last year. We're
44 contacting small rescues, large rescues, everybody is moving animals in
45 odd different places they're trying to put them. So we continue to ride that

1 train and we're taking animals the best we can every places but, like I
2 said, different places every body's full we're looking at.

3 Our euthanasia comparison, dogs are at 369 compared to the 511.
4 Cats are at 206 compared to the 322 of last year. Brings a total of 582 or
5 11.9% compared to 865 from last year. So this is a category where less is
6 good. Our live release rate, dogs is 82.6% where last we're at 84%. Cats
7 are right holding steady at 83.2% and 83.3% for the last two years. And
8 then for a total of 85% live release rate which is up from 83% of last year.
9

10 Eakman: Mr. Chair. Before we move on, I wonder Mr. Thacker if you could provide
11 us a number next month. And that would be what level of intake can we
12 absorb and still have a 90% live release rate. That would require some,
13 little bit of algebra and a history of what we've done in the past 12 months.
14 But to your best reckoning what level of intake can we handle and still
15 have a 90% live release rate? I understand that would be just a guide
16 because things change. As you said you're having trouble finding any
17 other place for the animals at this time as an alternative to our Center. But
18 I think that would help me tremendously when I see our intake go up by
19 150 over the previous month of the previous year. And perhaps that
20 would be a form of education once we get that number.
21

22 Thacker: Yes.

23
24 Eakman: Is that possible?

25
26 Thacker: It'll be difficult because a lot rides on that 90%. It's not just intake. You
27 also have many animals leaving the Center as well. But we can come up
28 with something that hopefully will be algebra true.
29

30 Eakman: It would be worthy of discussion.

31
32 Thacker: Yes. Definitely.
33

34 Eakman: Thank you.
35

36 Thacker: So total Shelter surgeries, January, February, March, April, May, and
37 June. So that's this first quarter comparisons. Looks like in the Shelter is
38 146, 55, 152, 137, 101, 105. I'll let you look at that just for a second to
39 soak those Shelter numbers in.
40

41 Ellins: That public figure will disappear at some point, will it not?

42
43 Thacker: I don't think so because I think, are RTO's Bernice included in public.
44 Okay. So when we say "public" what that is is return to owners come in
45 and they get their animal from the Shelter. Owners of animals come in,
46 get their animals that are captured or brought to the Shelter so they're

1 called the Return to Owner, RTO. Those animals are considered a public
2 sterilization and so those are counted. We can relabel it if you'd like. But
3 that number will not be going away, no.
4

5 Ellins: All right. The reason I ask is because we had a program where people
6 could voluntarily bring in an animal. That program is ending.
7

8 Thacker: Yes we are not accepting public animals coming, just coming in saying
9 "hey I heard that you guys do sterilizations". They all have closely to do
10 with the Shelter. Bernice just reminded me it also includes rescues as
11 well, coming from.

12 So our volunteers, currently 34 families with 87 animals in our
13 foster program. We also encourage everybody to volunteer and all hands
14 on deck come and volunteer at the Animal Services Center. We are listed
15 on the Just Serve website which is a great website for people who are
16 looking for opportunities to come and volunteer. So we're listed on there,
17 give us a call, dog walking, cat socialization, off site care. All great things
18 we have that people get involved in and come and walk dogs. It's
19 amazing the benefit that those animals get from just a simple walk in the
20 park. 167 animals in the foster to adopt program. This is some of the
21 surgery numbers for June 2019. A total of 344 shelters were performed in
22 June.

23 Some of the education. We have 914 people come in looking to
24 adopt or adopting, 217 medical reasons, looking for missing pet 299, ones
25 that found a stray 91, owners surrenders 34, purchase pet license was 65,
26 rescues organizations 22, euthanasia cremation 14, other was 130, and
27 no reason given was 64. Total visitors was 1,850 and total visitors in June
28 of 2018 was 3,127. So it's interesting how we have total visitors that are
29 going down, however we've had a lot more adoptions in this quarter than
30 we did last quarter. So that's something interesting to look at. And it's
31 also to look in June 2018 of why we had so many visitors for that too.

32 We continue to do community outreach. We're on radios and work
33 well with our advertising campaign at Wilson Binkley. We're in
34 Dog'Cruces magazine, classifieds, Facebook, and the DACHS Senior
35 Program is, we had three dogs and one cat. That program for those who
36 don't know is if you qualify as a senior citizen then the Doña Ana County
37 Humane Society pays for your pet's adoption. And we send them a
38 picture and it's a great opportunity for DACHS to still be involved in the
39 Animal Services Center. So we welcome that partnership.

40 Some of our animals we have at the facility. The reason why I like
41 showing these pictures is because it shows a lot of people believe that
42 animals at the Animals Services Center or any shelter are, something's
43 wrong with them. That's why they're there. They're broken or, but these
44 animals are awesome. They're healthy. They're just waiting to go home
45 with a great family. And that's the end of the presentation. Questions.
46

1 Ellins: Board Member Smith.
2
3 Smith: Thank you Mr. Chairman. Thank you Mr. Thacker. I believe it's slide
4 number 11. If you could go back to that please Mr. Thacker. I don't, I
5 think with the wide diversity of things that are happening at the Animal
6 Services Center I hate to focus on any one thing specifically because
7 there is so much and there is so much progress. But I think one thing that
8 I was seeing there. Okay, maybe it was 12. The live release rate. That to
9 me is sort of a sum expression of what's happening is the live release rate
10 and even if we're not achieving the 90% every single time we're certainly
11 getting closer and closer. And we're accomplishing I think a lot with those
12 other things that you've shown us on the graphs. That these animals are
13 the difference between this and what you saw in the euthanasia charts
14 and those kinds of things. It was just huge. So thank you for those efforts
15 and that's where I would say this particular one shows me that we're
16 making really important progress. The live release rate, even though
17 there are so many other things going on, basically speaks to the efforts
18 that are being made. So thank you. Thank you Mr. Chairman.
19
20 Thacker: You're welcome. We continue to have, it's been a slow process. I'll tell
21 you that. And it's going to continue to be a slow process for that. I have
22 every confidence in my mind that we will get to that 90% benchmark. But
23 it will take time because there are several things that need to come in to
24 place and there are also several things that the public is going to need to
25 work with us to do so as well. Because this isn't, this is by no means a
26 one-man band. We have to figure out how the community is, can step up
27 and take some responsibility for these animals. And that includes, maybe
28 there's going to be when we meet later in August and we talk about our
29 fees, maybe that does include the owner surrender fee. Maybe that does
30 include having to meet with us before you can surrender an animal. And I
31 can tell you right now the public is not, it's changed and it's hard to adapt
32 to that change. So the public is going to have to also look at those and
33 see that there is something that's going to have to turn over to the public
34 as a form of responsibility, I guess you could say.
35
36 Smith: Thank you Mr. Thacker. Thank you Mr. Chairman.
37
38 Ellins: Anything further?
39
40 Thacker: I do have one other thing further. In a meeting yesterday we had with the
41 City and the County it was asked that we stop doing the trap/neuter/return
42 program and instead of going out and blasting on Facebook that the City
43 doesn't want us to do this, we're not going to act that way. What it is is we
44 were performing the trap/neuter program against what the ordinance
45 stated. So the City ordinance and the County ordinance states that you
46 have to have a caregiver for these cats.

1 Speaking to our attorney, our attorney said that if that's the best
2 way that we have to let these animals out is by sterilizing them and
3 vaccinating them, clipping it's ear, microchipping them, then we're okay.
4 But it was expressed to discontinue the program either two things; either
5 one we get caretakers that are going to come on board and they're going
6 to do as the ordinance says; or if there is an ordinance change where the
7 current ordinance does allow trap/neuter/return program. And that change
8 is hopefully going to be happening by the end of the year. So that's what
9 we're going to do. We're going to be pushing on social media and also
10 website, phone calls that are coming in that we're not stopping the
11 trap/neuter program as say we are going to stop Animal Services actively
12 releasing cats in the area they came from. But if you want a
13 trap/neuter/return colony in your area, then somebody's going to have to
14 step forward and register. And we'll follow that ordinance as stated.

15 It does mean that we are going to have to euthanize more animals.
16 We've seen, or more cats specifically. We've seen the last five, six years I
17 believe that this, the caretaker registration has been in effect that they've
18 had one person come forward. We're hoping that that is not the case as
19 we push forward and say "this is what we'd like to have is more caretakers
20 so we can get these animals out". But I'm going to have to have staff
21 euthanize healthy adoptable cats in order to keep feral cats for the three
22 days that the law requires. So just to let the Board know that these
23 numbers are going to change.

24 I'm working closely with the City and also with the County. Like I
25 said to promote that the caretakers to register. I don't feel like the City and
26 the County is out to get anybody for registering a colony. They just want
27 somebody who's going to be responsible in case something happens.
28 There's differing opinion on that. I admit that right here and right now, but
29 we are going to follow what the ordinance states.

30
31 Ellins: Does that conclude your report?

32
33 Thacker: Yes sir.

34
35 Ellins: Thank you.

36
37 **C. Committee Reports**

38
39 **1. Finance - David Dollahon, Committee Chair**

40
41 Ellins: We'll move on to Committee reports. Mr. Dollahon, finance.

42
43 Dollahon: Mr. Chairman. I'm going to defer to Mr. Saffell for the details that are
44 covered within your packet and then we'll have a little bit of discussion of
45 what we had at the end of year, the June meeting for the Finance
46 Committee and part of it will relate to the end of year budget adjustment.

1
2 Saffell: Good morning Mr. Chair, Members of the Board. My name is Josh Saffell
3 and on behalf of the Finance Department I would like to present the
4 unaudited financials as of June 2019. On our balance sheet that's going
5 to be page one in your packet, the Statement of Net Position. We're
6 showing the general fund has about \$271,000 in cash and \$1,000 in
7 receivables. There are total liabilities of about \$63,000 and overall the
8 fund balance is at \$209,000. What this means is that there is a negative
9 unassigned fund balance of \$33,000 which is dipping into that fund
10 balance reserve that's been set aside.

11 In our operations, this is page two Statements of Revenues,
12 Expenditures, and Changes in Fund Balance. We're showing the general
13 fund has about \$2,834,000 in revenue and \$2,845,000 in expenditures
14 which is a net change of negative \$11,000. Also if you look at page three,
15 the Statement of Revenues, Expenditures, and Changes in Fund Balance
16 budget and actual in your packet, we see that the total revenues are at
17 100.3%. So that's right there almost at target of 100%, a little over of
18 budget and total expenditures are at 98% of budget. So that was a little
19 under budget which is nice.

20 Here we show our actual revenues compared to budget. The
21 actual revenue of \$2,834,000 is mainly due to Doña Ana and City
22 contributions as per our Joint Powers Agreement. In the expenditure
23 comparison we can see that almost all of the categories are under that
24 100% target. The only one that isn't is personnel which is at 101.4% so
25 that was slightly higher than what was budgeted.

26 In our Capital Projects fund, we're showing cash of \$26,000, a
27 liability of \$31,000, and overall a negative fund balance of \$5,000. So that
28 will conclude the June financial report. Are there any questions?
29

30 Ellins: Board Member Dollahon.

31
32 Dollahon: Board Members. We had a meeting in mid-June for the end of year
33 financials. We knew this was probably coming. Your end of year
34 adjustment for the resolution when we get to that point includes a
35 contribution back from the Gifts and Memorials fund. That is unrestricted
36 and we're going to use that money to cover the Capital fund shortfall that
37 \$5,187 on page one in the Capital fund. As far as the negative
38 unassigned fund balance, we're proposing to that \$33,104 is currently
39 unaudited, correct?
40

41 Saffell: Yes sir.

42
43 Dollahon: But that is a hard number at this point. There are other numbers that
44 we're anticipating coming through. When we were discussing it at the
45 Finance meeting we thought this number was going to come in to the
46 close to \$100,000 mark. So that is, or \$110,000 mark. That happens to

1 work out to be around the administrative fee that the City charges per the
2 JPA. One of the things that we're going to propose, and I'm challenging
3 our Finance staff and ASCMV staff to work together on this, the issue that
4 we have is we're going to propose to the City Council to give that
5 administrative fee back. That is subject to the City Council approval at
6 their end of year adjustment.

7 We, I feel and Finance staff feel that we are in a position to afford
8 that. However, that gets us back to the issue going forward. If we don't
9 cover this negative we are going to have the non-required 1/12th reserve
10 at the end of the year per DFA regulations. We will probably also have an
11 audit finding on our budget fund balances. So that's a pretty well forgiven.
12 That's a pretty well given.

13 I will tell you this budget didn't include some capital for equipment
14 that was much needed at the Center that we're not going to have next
15 year. Which will help with operating but we are going to have to tighten
16 our belt. And in previous years there was some serious underspending
17 and not utilizing the budget that was given to them. The budget that we
18 have and we probably need a little more to ensure we have the reserve is
19 what I believe and I think Clint will get up and tell you, that this is what we
20 need to operate the Shelter. And while it's unfortunate and we have a fix,
21 it is not ideal.

22 So the budget adjustment on the administrative fee coming back
23 from the City is an action of the City Council and does not require action of
24 this Board. It will just come back to you and it will cover your budget fund
25 balances. But that is ultimately the decision of the City Council and I
26 cannot speak for them, and won't even try. And so I, but we wanted you
27 to be aware, but that's where we are. I think it will be better next year
28 because we don't have serious capital expenses, but we are going to have
29 to seriously watch our day-to-day expenses.

30 One of the things that I helped facilitate is we were using still credit
31 cards, City P-cards, to buy medicines and foods. That has been solved. I
32 thought it had been previously solved but it is now definitely solved. We
33 have a purchase order with our food company and also with our medicines
34 company. I can tell you I'm not happy about this but we will have to be
35 more diligent everywhere. We need to be looking at every expense going
36 forward at the Shelter. My opinion. Thank you.

37
38 Ellins: Is there further comment by the Board? Thank you.

39
40 **2. Executive - Lynn Ellins, Committee Chair**

41
42 Ellins: Board Member Eakman will give the Executive Committee report as I
43 missed most of the meeting yesterday.

44
45 Eakman: We have met and we discussed some of the following topics. We're
46 getting ahead of the curve for the evaluation of our Executive Director that

1 is due to be completed in November. So we're working with the Human
2 Resource Department here at the City and we will begin the evaluation
3 process. The Board will do that starting in September of this year. We
4 had a general discussion on some of the challenges we're facing. Some
5 of them financial, and we talked about scheduling and we did schedule a
6 closed session on fees that'll be conducted on August the 6th and location
7 yet to be determined.

8 We also discussed that we'll be, I'll be mentioning to the Finance
9 Committee on which I also serve, we'll have to start on our budget
10 probably in January for the next fiscal year. So that we can get any
11 adjustments necessary to the City and County to meet their schedule as
12 they go through the budget process. If you'll recall, no request for
13 additional funds from City or County handle was asked for for about an
14 eight-year period and then we had to make up a huge deficit. Whereas if
15 we'd have just simply had a 3% increase each year, that would've been
16 the same amount of money that we tried to catch up with. I think if we can
17 get our budgeting in line with the needs of the County and the City then
18 we're going to be in a much better shape and hopefully we can make a
19 good enough argument that the City and County will see the need to
20 perhaps increase their contributions. And that was the extent of our
21 Executive Committee.

22
23 Ellins: Thank you Board Member Eakman.

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

25
26
27 Ellins: Board Member Smith.

28
29 Smith: Thank you Mr. Chairman. Facilities did not meet this month. Our regular
30 meeting time happened to coincide with July 4th, but we were also
31 assured by Mr. Thacker that there really wasn't anything specific that
32 needed our attention this time. So we don't have a report. Thank you.

33
34 Ellins: Where do we stand on the remodeling? Is it finally done? Are the cat
35 cages in or whatever?

36
37 Smith: The remodeling Mr. Thacker probably can address whatever is still
38 hanging out there. But I think we're pretty close to it complete.

39
40 Thacker: We have very few items left to complete. First off we have some doors
41 that need locks. They're internal doors so the core of that lock, the
42 doorknob still needs to be put in. I was assured that they'd be done
43 yesterday. Did they come by? As we know of not yet. And then the last
44 one are the cat cages that are still in production. We are being told the
45 end of August it looks like we can get those in. The other project going on
46 right now is where the house used to be. We're putting, we have that

1 grant from PetSmart Charities that the house is gone. It was demolished.
2 They've poured a pad out there now that has gutters on both ends and
3 kennel. They have a big, beautiful, bright lime green, same as our logo
4 awning that stretches over it. That also has electrical through it so that will
5 be great to cover everything, provide shade. It's similar to the playgrounds
6 that have the fabric over them. We're waiting for the cement to properly
7 cure so we can seal it and then put kennels on top of that. So that is all to
8 be done. It's a separate project than the remodeling and that's supposed
9 to be completed by the 30th of July.

10
11 Smith: And Mr. Chairman if I may ask Mr. Thacker. We were basically holding off
12 on the grand opening, ribbon cutting till the cat cages had gotten in. Are
13 we still using the as our hallmark as far as when we're going to do that?

14
15 Thacker: I would. It would just seem counterproductive to have an opening of a
16 nice big beautiful building and have cats still in the wire cages there in the
17 new room. So we are waiting for those cat cages to come in.

18
19 Smith: All right. Thank you Mr. Thacker. Thank you Mr. Chairman.

20
21 Dollahon: Mr. Chairman. May I ask Mr. Thacker a question? Has Facilities given
22 you an update on the air conditioning study for the back unit and can ... I
23 haven't seen any e-mails on that lately. I was wondering if you had had
24 any status updates and that's the one the City's paying for.

25
26 Thacker: Yes, correct. That one is continuing to move forward. It's the same.
27 There's no change as of the last Board Meeting as far as they did the
28 study, we have the results, we talked about those last month and now a
29 quote is just being done so we can do a request for proposal to be sent
30 out. Hopefully I believe the project manager, I don't want to misquote him
31 but I think he said by the mid to end of July. So we're in mid-July,
32 probably the end of July is when that RFP is going to be sent out to clean,
33 how to go about cleaning those areas.

34 I had a meeting yesterday with the individual who wanted to know
35 from the company that's going to be doing the HVAC repairs, the new
36 HVAC, of the location of the power panel. So that's continuing to move
37 forward as well.

38
39 Ellins: Thank you.

40 41 **D. Zero in 7 Update**

42
43 Ellins: Moving on to the representative from Zero in 7. There she is.

44
45 Gilbert: Good morning Chair and Board. I'm Jean Gilbert, secretary with the
46 Coalition for Pets and People. Here is the Coalition's Mission Statement

1 which was adopted in March 2017. And here is a listing of the
2 organizations that are here in the area. And here is a listing of activities
3 that the Coalition has been involved in and we have supported during the
4 month of June and these activities will be reflected in the next four slides.

5 Here you see a picture of Jackye Meinecke who is a community
6 activist for felines and the leader of Project Save the Kitten and she was a
7 presenter June 16th at the Unitarian Round Table. And Jackye discussed
8 ways to increase positive outcomes for cats within the 12 point no kill
9 equation; such as establishing a transport team and securing more outlets
10 to help cats get adopted and many other resources and services that we
11 are in need of. The pictures here were taken following Jackye's
12 presentation and it can be noted that it was good attendance considering
13 that it was Father's Day. It was a Sunday and it was Father's Day. Here
14 you see Paul O'Connell who is the coordinator for Round Table and you
15 see Jackye Meinecke who was of course the presenter. And you see Rick
16 Hahn who is the Chair at the Coalition.

17 The ACES cleanup with Carlos with County Animal Control was on
18 June 15th and that was another Coalition supported event with ACTion
19 Programs for Animal and a Spay Neuter Action Program, and this was in
20 Vado at their community center. And here you see Rachel Snow with
21 SNAP. She was there issuing spay/neuter vouchers. The event included
22 a vaccination clinic with Dr. Carver and there was microchipping and that
23 resulted in 14 implants. And you can see some of the dogs in the picture
24 on the left that were part of getting the services there. They're actually
25 four dogs. I don't know how well you can see them in that picture.

26 And here is another event that the Coalition was involved in with
27 ACTion Programs for Animals and also SNAP. And that was at Better Life
28 Pet Foods. Let's see there were 28 microchip implants done and one
29 update. And you can see some of the people there that were waiting in
30 line for the services.

31 Here are SNAP's stats for January through June. And the vouchers
32 issued were 1,013. The breakdown is 681 dogs and 332 cats and the
33 vouchers for the clinic were 196. SNAP issued 73 vouchers which
34 included their two mobile clinics for the month of June. And there aren't
35 any clinics scheduled for July but there will be two; August the 6th and
36 August the 19th coming up next month. And here you see Rachel Snow
37 representing SNAP at this event.

38 Here are APA stats and pictured you see three of 23, three
39 adoptions out of the 23 that they had for the month of June. And there
40 intake was 51. They had nine transfers. Animal Village in Alamogordo
41 and Enchanted Pass in Chaparral were part of the rescues that helped
42 with the transfers. APA did 47 microchips for the month of June and they
43 had a total of 118 adoptions year to date. So that is January through
44 June. Here you see Susan Moorhead pictured. She is the foster mother
45 for our mom for bottle baby Harley and showing this photo because this is
46 part of the work that APA does is they help cats at risk and those that

1 have to be hand bottle fed. Harley came to APA as a newborn kitten with
2 his eyes closed and he was premature and there was no mom cat in sight.
3 So Susan fosters for APA and she also works. This picture was taken at
4 their thrift store.

5 Leeta was recently adopted after, and this photo I think is important
6 too because it shows that you have businesses and agencies,
7 organizations. Calista Animal Hospital who here is showcasing cats for
8 adoption and this is another way that we're getting animals adopted. So
9 the success of these along with Mesilla Pet Resort certainly illustrate that
10 we need more venues like this to help cats. And this is something by the
11 way that Jackye Meinecke talked about in her presentation at the
12 Unitarian Church for Round Table.

13 ACTION Programs for Animals has changed their thrift sale hours
14 from 7:00 to 11:00 on Saturday and Sunday for the summer. And I'd
15 mentioned Mesilla Valley Pet Resort has helped by showcasing APA
16 shelter, APA cats and they also do a lot more. They provide their facility
17 for dog training, which you know Doug Baker does who's their PAWS,
18 prisoner trainer. They do a lot of things, Mesilla Valley Animal Resort. In
19 fact they held a fundraiser recently for APA. So they do a lot of awesome
20 work. And APA certainly has to do a lot of fundraising to meet their needs
21 and with the volume of animals that they rescue from the Shelter. And
22 coming up now is going to be their, this coming Saturday is their Mulligan
23 for Mutts golf tournament there, seventh annual tournament.

24 Here we start the HSSNM report and here you see Frank Bryce
25 president at a Check the Chip event on June 17th. Nine dogs received
26 chip implants with one registration updated at that event. HSSNM is
27 holding Check the Chip events now twice a month with UNCaged Paws.
28 And we're doing them at the under the, call it market value, whatever.
29 We're doing them at the bargain price of \$5 each.

30 Let's see here you see a picture of me. I'm here at Mesilla Rec
31 Center, their summer program. One of their teachers specifically
32 requested an anti-chaining, for it to be an anti-chaining theme. So I did
33 the presentation to two groups, two 45-minute sessions and the teachers
34 received complimentary education materials that included the book by the
35 Unchained.

36 Here are the Humane, let me see where are the Humane Society's
37 stats? I think I might have not put, oh here we are. I almost missed it. All
38 right here are stats and we have 32 adoptions January through June. Our
39 helpline calls are 600 and humane ed is 179 sessions.

40 Cans for Critters, we donated towards Blaze. The store about
41 Blaze is that he was riding a five month, he's a five-month-old dog riding in
42 the back of a pickup on a 100-degree day and the owner comes to a
43 sudden stop and the dog is thrown out of the car and the driver runs over
44 him. And then abandons, decides that he can't afford the medical
45 expenses. So UNCaged Paws went ahead and took the dog I believe into
46 their foster and so have been raising money. And HSSNM, we donated

1 over \$300 for the dog and \$60 of that came from that Cans for Critters
2 program.

3 Here is Tails from the Shelter and Tails rescued Simba here. They
4 and Uncaged Paws helped Simba who came from a Roswell, group of
5 Roswell dogs that were rescued in 2016. And Simba was adopted a year
6 later or so and then now you see Simba with his owner Anthony there.
7 Laura passed away and Anthony is pictured on the right with Simba. And
8 Simba now faces surgery. So 2 Hearts 4 Paws is trying to help now raise
9 money for this dog. The good news is that an animal advocate found
10 \$100 bill and was able to help get the, pitch in for the fund.

11 Cat's Meow, here is a picture of their feral cat enclosures. This
12 enclosure was built in the name of Jake Sims to house his cats and in a
13 minute I'll show you a slide of Jake to refresh our memory there. But
14 board members and Cat's Meow volunteers trapped Jake's ferals. There
15 were four of them that lived outside at his realty office and they relocated
16 them and acclimated them now to this pen and three others cats. So it
17 houses seven and that's about the capacity for that. Cat's Meow has 37
18 cats in their adoption center and another 25 or so in their foster program.
19 And I think this is an amazing statistic that they've adopted 68 cats year to
20 date. So I think that is really amazing. And that included a long-term cat
21 who had been with them since Cat's Meow established in 2014. They're
22 planning a fundraiser in August. It'll be at the Fountain Theater and
23 they're asking all of us to stay tuned for that. Here is a picture of Jake
24 Sims and we talked about, I talked about just a minute ago how the feral
25 enclosure was built in his name because he was one of the founders of
26 Cat's Meow.

27 Safe Haven Animal Sanctuaries had a busy month with adoption
28 events, fundraisers, and a pet food drive. And they've had 19 adoptions
29 ear to date which includes the adoption of this little corgi mix here named
30 Daisy. They held a patriotic photo booth in the month of July and over in
31 the, you see pictures from the photo booth. And then the boxes on the
32 right hand side there, the blue box is the sanctuaries contact and hours
33 and their address and then in the peach colored box is the address for the
34 thrift store and their phone number.

35 Broken Promises reports progress on the trapping of the last of
36 three cats in a colony belonging to a woman who's really been doing most
37 of the trapping herself. And Broken Promises caught Sugar recently and
38 so now they only have the mom cat and the brother to trap. A surprise
39 discovery for them and a real bonus was seeing a discernable ear tip on
40 one of the cats. So somebody trapped that cat which is a nice thing. In
41 addition to Broken Promises TNR work, they help community and helping
42 community cats, they run a sanctuary on their premises as well as
43 managing the cattery at PetSmart. And they assist the Shelter in many
44 ways. In one way is Highway to Health. Here you see a picture of Flora
45 and Fauna. And Fauna who's pictured left was attacked by a dog and was

1 in really bad shape and quite dehydrated, but now the kittens are doing
2 quite well thanks to Broken Promises.

3 Next is Cherished K-9's. Cherished K-9's, this is a picture of one of
4 their long-term dogs who found a perfect match recently. And he's named
5 Wiggles because his whole body moves when he wags his tail. Cherished
6 K-9's continues to help the Shelter with moms and pups like this one
7 pictured here. These were, this mom and the five puppies were found on
8 a roadside, abandoned on a roadside. Cherished K-9's has been very
9 successful with adoptions like Meadow who is the little Yorkie mix pictured
10 in the one on the right and as well as transfers. They've transferred a lot
11 of their animals and recently some went to Colorado.

12 Here you see Carla Baker with the Las Cruces Dog Park Coalition.
13 Regina Belford presenting a check for Cherished K-9 in the amount of
14 \$300. And the picture's taken at Pet's Barn where Cherished K-9's holds
15 adoptions twice a month and they feature, let's call it a mega adoption
16 promo but they feature upwards of even 50 animals at their events there.

17 Doña Ana County Humane Society. This is a picture of a couple of
18 dogs that received help through their R-Fund. Their animal relief fund.
19 They help people on a lower fixed income, people who qualify for the fund.
20 So pictured you see Bella who was in dire need of dental surgery and then
21 you see a Shepard mix who tried to scale a fence, a wire fence during a
22 thunderstorm and required treatment with a lot of stitches. And the other
23 Doña Ana County Humane Society services are their Ruff to Ready which
24 is an obedience they offer for pets who are adopted from the Shelter.
25 Because their mission is helping the Shelter and as Clint referenced in his
26 report which he showed, I believe there were four adoptions three dogs
27 and a cat for the month of June that were through their Pets for Seniors
28 program where they, the Doña Ana County Humane Society pays the
29 adoption fee for seniors.

30 Doña Ana County Humane Society and SNAP co-sponsor Yappy
31 Hour which is a pet social that's held at the D.H. Lescombes Winery in
32 Mesilla. And that's held on the third Wednesday of the month, March
33 through October. And so this one will, is coming up is July 17th.

34 UNCaged Paws holds Check the Chip events twice a month with
35 the Humane Society and these pictures were taken on the, were just taken
36 last Saturday. But they hold the Check the Chip events the first Saturday
37 of the month at the Farmer's Market and on the third Monday of the month
38 at Buchman Insurance located on Telshor. And pictured here you see
39 Kelly Barker who is director of UNCaged Paws, Tails from the Shelter.
40 And you see her with team member Denise Byer and they're assisting the
41 public with Check the Chip at the Farmer's Market. And in addition to
42 helping community animals here, UNCaged Paws/Tails from the Shelter
43 has been, part of their history is helping Roswell dogs at a high kill shelter.
44 And here you see three out of a group of six or seven that they helped
45 very recently and placed in foster.

1 Forever Homes Animal Rescue is based in Alamogordo with Las
2 Cruces animal advocate Jamie Jones serving as the Las Cruces Forever
3 Homes Animal Rescue coordinator. And they transported 88 animals in
4 the month of May and they were mostly dogs. I don't have their number
5 for June. Pictured here you see a couple of dogs that are from our Shelter
6 here that Forever Homes Animal Rescue pulled and transported to a
7 rescue. And then also pictured you see a small little terrier mix who Jamie
8 Jones fostered for a while until the owner claimed the dog.

9 And here is the dog park. The Las Cruces Dog Park and here you
10 see canines enjoying their splash tub at the Las Cruces Dog Park for
11 cooling off and then also pictured you see a couple of their volunteers who
12 are doing the monthly wash down at the park, which they do the first
13 Saturday of the month.

14 And the last slide is the Las Cruces Pet Network which advocates
15 for many of us here in the room are part of the Network. And we advocate
16 for animals that have a host of needs and hopefully we're helping them
17 bypass the Animal Shelter. And we do it through social media and e-mail
18 notices using our list of services. Coda is an example of an animal who
19 has come through the network who needs to be rehomed and we're trying
20 now to help the dog get a home. Dee Dougil and Randy Meyer are the
21 primary people that do the distribution work and their e-mails are listed
22 there. And that concludes the report. I don't know if you, any of you have
23 any questions or comments.

24
25 Ellins: Board Member Smith.

26
27 Smith: Thank you Mr. Chairman and thank you Ms. Gilbert. As always it's just so
28 heartening to see so much being done and so much collaboration. So I
29 don't have anything specific just thank you.

30
31 Gilbert: Thank you.

32
33 Smith: Thank you Mr. Chairman.

34
35 Ellins: Thank you.

36
37 **VI. Action Items**

38
39 **A. Resolution 2019-08: EOY Budget Adjustments**

40
41 Ellins: All right next up is the, an action item. I will read the title of the resolution.
42 I will not read the resolution itself. The title should be sufficient. A
43 resolution to adjust the adopted fiscal year 2019 budget allowing for
44 adjustments within various budget line items and transfer accounts due to
45 final end of year review of revenues and expenditures. Is there any Board
46 discussion? Board Member Eakman.

1
2 Eakman: Mr. Chair. I would move approval for discussion.
3
4 Smith: I'll second.
5
6 Ellins: It has been moved and seconded. Any further discussion? Any public
7 discussion? Madame Secretary, call the roll please.
8
9 Baum: Board Member Smith.
10
11 Smith: Yes.
12
13 Baum: Board Member Sanchez.
14
15 Sanchez: Yes.
16
17 Baum: Board Member Eakman.
18
19 Eakman: Yes.
20
21 Baum: Chairman Ellins.
22
23 Ellins: Yes. It is adopted.
24
25 **VII. PUBLIC INPUT**
26
27 Ellins: At this time we will welcome public input. Frank? Clint?
28
29 Thacker: Sorry to step in really quick. I just wanted to bring up our new Manager
30 Analysis that we have with us today. This is Mike Foschini. He took the
31 place of Steve Montanez. So Mike came to us from the City of Richmond.
32 He and his wife moved here for this job and also to relocate in Las Cruces.
33 So we welcome Mike. If you'd like to say a few words.
34
35 Foschini: Thank you for this opportunity. I appreciate and enjoy this wonderful
36 weather that we're having, albeit as hot as it has been, but it is something
37 that we've been looking forward to a long time and I appreciate being
38 here.
39
40 Thacker: Thank you.
41
42 Ellins: Mr. Bryce.
43
44 Bryce: Frank Bryce, President of the Humane Society of Southern New Mexico.
45 First I want to thank Jeanine Torres, I believe is her last name, at the
46 Shelter. I was out there the other with some animals and the new system

1 at the front office seems to be working very well. Less complicated, easier
2 for people to understand I think and when I mentioned that I was
3 impressed with it Jeanine, I think she had a great deal to do with it. So we
4 want to thank her for doing that. That's a much improved system I believe.

5 I do have some real quick comments about the TNR. We took TNR
6 to this County in 2008. We got it sort of half way passed in 2015. We're
7 working better with Animal Control. I had a talk with them today. Most of
8 what they talked about yesterday coincides with what we think we need to
9 do. I was a little bit disturbed at the way it was presented by our Director
10 for the Shelter in the negative manner. I come up here negative a lot
11 myself so I can't throw too much about that, but we do need to look at very
12 carefully how we're doing the cats. I'm working with Animal Control today
13 to trap 32 total cats in an abandoned colony sort of situation. I don't even
14 know if it was a colony because it wasn't registered with us. But there's no
15 where to take cats when somebody dies and put them into a new colony.
16 So we need to look at that as a different approach rather than somehow
17 right now all we can do is round them all up, take them to the Shelter,
18 hopefully they get adopted or they will be put down. But that's an issue
19 that we need to do.

20 And Mr. Eakman brought up the question of how many can we
21 absorb. I'd like for you to think about rephrasing the question; what do we
22 have to do to get to the point we can't absorb them with the resources we
23 have available? It's a little different approach. You're disagreeing with me
24 sir?

25
26 Eakman: I am disagreeing. Yes. I think this is a social responsibility not a Shelter
27 responsibility.
28

29 Bryce: I do too. I think you misinterpreted my question or my response. We
30 need to find out what we as a community need to do to get it to where the
31 Shelter can handle the animals that are being brought in in a proper
32 manner. It's overwhelmed. There's no two ways about it and we need to
33 stop that somehow. So we need to work harder on it and working
34 together. I'm not questioning your motive or anything, it's just I think we
35 need to work on the front edge as well as on the back edge. And that's
36 the way I kind of interpreted it. I'm sorry.

37 I think that covered everything I had. I made some loose notes
38 here. On ASCMV versus Animal Control, as to whether they get a return
39 on information about animals picked up I think Mr. Eakman asked that
40 question too. That needs to come from both organizations so that we
41 know how much follow up there is on getting animals returned or not
42 returned and stuff like that. Thank you.

43
44 Ellins: Come forward.

45
46 Mitchell: Pat Mitchel, and I have a comment on the animal program.

1
2 Dollahon: We can't hear you.
3
4 Smith: You need to speak into the microphone.
5
6 Mitchell: Can you hear me? Pat Mitchell and I have a comment on the animal
7 count slide. The Director indicated it was a count as of yesterday and
8 when it's, when you're presenting a month end June report that count
9 really needs to be as of month end June and not some arbitrary day the
10 following month. So that needs to be corrected on all reports and going
11 forward. Thank you.
12
13 English: Good morning Chairman Ellins and Board Members. I'm Janice English
14 from the Spay and Neuter Action Program. What I wanted, first I wanted
15 to say thank you to Doña Ana County for our contract award but it's only
16 for the unincorporated areas of Doña Ana County. There will be a zero
17 copay and we'll see how well that service, we don't know the amount yet
18 but we did get a contract with the County. We did get a grant from
19 PetSmart for \$25,000 at December of last year but it's almost all gone.
20 We've used about half of it and so we're going to go ahead and use the
21 rest of that PetSmart grant to accommodate the City and County people
22 until that's gone. But after that we will not have funding for the City of Las
23 Cruces or the incorporated areas. We've seen a 25% increase this year of
24 vouchers issued. Last year we did about 1,374 and to date through June
25 we've already done 1,013. But that's going to have to cease because we
26 don't have the funding to do spay and neuter. And since the Shelter's not
27 going to do public spays and neuters for three years, SNAP is the only
28 program that's available in this County for spay and neuter. So I just
29 wanted to make you aware of that.
30 And we'd kind of like to be put on the agenda next month to give
31 you the numbers. We've already fixed 18,000 animals in this community.
32 We've been in existence for 20 years and we try to do the best we can
33 with the funding that we have. We've asked the City to fund \$80,000 for
34 one year for City animals and we haven't heard anything yet. But we
35 appreciate everything that you guys do. We need the community to come
36 forward and help with these spays and neuters and we are going to have
37 to have ACO's enforce some of these ordinances to get these people to
38 get their animals fixed. That's your solution. And I appreciate your
39 assistance on whatever we can get from the Board. Any questions?
40
41 Ellins: Ex-Officio Member Vicki. Did we not appropriate \$25,000 at the last
42 meeting for the Doña Ana County spay program which would be then
43 used by SNAP?
44
45 Lusk: Yes. Well just at the meeting on this Tuesday you awarded a contract for
46 going forward on SNAP. A couple of meetings back we did the pilot

1 project, and that's what Mary Lou reported out on is how that pilot project
2 was going. But going forward we will do a new contract with SNAP for this
3 fiscal year and I would like to add that we are in addition to the spay and
4 neuter that we will be providing to the County resident, it will also include a
5 microchip and a rabies shot.
6
7 English: Correct.
8
9 Lusk: No charge to the resident.
10
11 English: And it's a zero copay.
12
13 Lusk: And that was as a result of SNAP asking for that. Because it is important
14 that it's a one stop shop because as Animal Control Officers, if we only do
15 the spay/neuter and yet they are not identified by a chip, they still end up
16 at the Shelter to be picked up. We have to have an identified owner with
17 that microchip. And then also veterinarians will not perform the surgery
18 without doing, without having a current rabies shot. So that was a barrier
19 for some people just that shot cost itself. So I appreciate SNAP providing
20 that and then I certainly applaud County Manager Macias for having the
21 forethought to say "yes we want an aggressive spay and neuter program
22 in the County to help with this problem." So yes we have a contract.
23 We're working with our purchasing right now to get that draft out to SNAP
24 and then we will start immediately. So we're excited about the program
25 and we do believe it's going to make a huge difference to the County
26 residents.
27
28 Ellins: Thank you.
29
30 English: The only problem it's only in the unincorporated areas of Doña Ana
31 County. So that excludes Hatch, Sunland Park, Las Cruces, Mesquite, no
32 Mesilla. They're several of those areas that will not be accommodated
33 with this program so we just wanted to make everyone aware of that. That
34 this contract is only for the unincorporated areas of Doña Ana County.
35
36 Ellins: Have you reached out to the municipalities?
37
38 English: Not yet. We will do that. There were only 128 animals fixed in those
39 areas last year. So it's a minimal number but you know, it's still important
40 that they be assisted, you know?
41
42 Ellins: What about Las Cruces?
43
44 English: Las Cruces we've reached out and we haven't heard anything back yet.
45

1 Dollahon: Mr. Chairman, I could speak to that. We're waiting on a discussion with
2 key members of City Council on a strategic plan for potential funding
3 source for that issue and that is a work in progress. We're trying to have
4 that by August if not September.
5

6 Ellins: Thank you. Because you really do need to come to the rescue.
7

8 Dollahon: I will also point out that City residents provide tax-paying benefits to Doña
9 Ana County as well.
10

11 English: But also the City uses over half of the resources of SNAP.
12

13 Dollahon: And the City's half the population of Doña Ana County.
14

15 English: Okay. But anyway we appreciate whatever support you can get us and if
16 anybody wants to make donations to help the cause we'd appreciate it.
17 And we try to have fundraisers but that's tough too. So thank you all.
18 Have a great day.
19

20 Ellins: Thank you. Sir.
21

22 Hahn: Hello my name is Richard Hahn. I'm the co-chair for the Coalition for Pets
23 and People. And I was just wondering if it would be possible getting an
24 update on the status of the new medical director and the volunteer
25 coordinator, or just if an update would be possible. Thank you.
26

27 Thacker: I can do that for you. The medical director position has been filled. It was
28 accepted by Dr. Trina Hatten. We are going to be doing a press release
29 when she starts which is on Monday July 15th. So we're excited for that.
30 She has been doing veterinary work for a very long time. We're excited to
31 have her. In 2007/2008 she was the Shelter director in Santa Fe, New
32 Mexico so she has that practice. She's also had her own practice as well.
33 So mostly in northern New Mexico. So we're excited to have her a part of
34 our team and we look forward to continuing and restarting some of our
35 projects we had that had to be on hiatus when we lost our other medical
36 director.
37 The volunteer coordinator position was vacated on Friday. Our
38 previous volunteer coordinator Dominique Clark wanted to go and do
39 some other things and we support her on that. So she did resign. She
40 gave us the proper weeks' notice. We were able to start some early
41 recruitment and that position is currently posted and it closes on the 15th
42 which is Monday as well. And we're going to move forward quickly on that
43 to fill it. Right now the interim volunteer coordinator is Donny King. That's
44 right, Donny King. He is our interim director for that.
45

46 Ellins: Thank you. Is there any further public input?

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

4 Ellins: Is there Board input? Commissioner Sanchez.

5
6 Sanchez: Chair. I was going to make the suggestion that I believe we still have, well
7 I guess we're still looking at voting on the resolution correct? Oh did we?
8 Sorry, I apologize I'm. Left over from Wednesday so I apologize.
9

10 Ellins: I recall that you voted for it.

11
12 Sanchez: I did. I just wanted to make sure. I got a little. I don't know where my
13 heads at. I apologize.
14

15 Ellins: Don't ever do that again. Is there any further Board discussion?

16
17 Lusk: Chair Ellins.

18
19 Ellins: Ex-Officio Lusk.
20

21 Lusk: I would like to let everyone know that at our Commission meeting this
22 Tuesday our department requested a fee schedule for our court hold
23 facility to take in bite quarantine animals. Right now when a County
24 Animal Control Officer responds to a call for a bite where a dog has bitten
25 an animal or another human, the dog has to be quarantined for 10 days.
26 And right now they were being quarantined at the Animal Services Center.
27 So in an effort to partner with the Shelter and alleviate the cage space for
28 them we have worked with County Manager Macias to come up with a
29 program where we take the bite quarantines and we hold them at our
30 court hold facility for the 10 days. So I believe we're, the owned animal,
31 thank you Director Thacker for that. If they have a claimed owner, an
32 identified owner, we are holding them there at our court hold facility. And
33 in the alternate if it's a stray animal that during the quarantine an identified
34 owner comes forward, then we will transport that animal and continue the
35 quarantine at our facility. Again trying to alleviate space for the Shelter
36 and partnering with them. So I wanted to let you know that. That we're
37 working in partnership with the Shelter in that manner.
38

39 Ellins: There was also a fee aspect to that.

40
41 Lusk: Yes. There's a fee schedule associated with that.
42

43 Ellins: Thank you.

44
45 Dollahon: Mister.
46

1 Ellins: Board Member Dollahon.
2
3 Dollahon: Mr. Ellins. Piggybacking on Vicki's comments I'll hit on one thing. We
4 are, the City is entertaining partnering with the County because they now
5 have that program for known owner, owner animals that bite in the City
6 limit. We're looking to do work on an inter-governmental agreement. So
7 because all of our animals, all inside the City limits go to the Shelter per
8 our ordinance. But that would relieve some pressure for the Shelter if the
9 City was to partner with the County on using their court hold facilities.
10
11 Ellins: And has that agreement been executed yet?
12
13 Dollahon: No we've just started discussions. But you needed your program in place
14 so that we can partner with that. We will want to point out it is for animals
15 that have a known owner. But that still will relieve some pressure to the
16 Center which is great. We all understand it and those fees that the County
17 imposed if the City partners with the County would be passed on to those
18 pet owners. That's one item.
19 We had a meeting yesterday, City and County Animal Control and
20 myself with Clint and Mike joined us at our meeting for resolving issues,
21 ongoing dialogue between the Animal Control Officers and the Shelter. It
22 was lively. But we're working through our common issues and we've
23 agreed to have that meeting at least quarterly going forward. And so I
24 think they've been productive and we're resolving issues.
25 The last item I want to make for the public's awareness. The City's
26 draft Animal Control Ordinance update has been out through public
27 comment through July, until July 15th and you can respond, you can find it
28 on the City's website and you can respond at animalord@las-cruces.org if
29 you have comments on it. The key things that we're proposing in the
30 changes are doing away with pet licensing but requiring microchip
31 registration at the Shelter which we're not currently. Microchipping is
32 required but there's no required registration at the Shelter. They do it
33 through the licensing program but we're proposing to do away with that so
34 we're substituting one for the other. Also foster care animal provider
35 requirements in accordance with the ordinance. And the other one is
36 removing the feral cat colony requirements with a trap/neuter/release.
37 One of the ordinance requirements under the microchipping is it would
38 require any installer to provide the first registration in the owner's name to
39 the Animal Service Center and then any transfers from there would also
40 be, you would have to register with the microchip company and at the
41 Shelter to try to get animals returned to their rightful owners sooner. We
42 see this as the most effective means. Collars get lost, tags get lost so City
43 and County Animal Control share, are in a position to share information
44 with the Shelter through that microchip registration. So it's a work in
45 progress. We've had one public meeting. It was very lively as well.

1 We've had about most of the dialogue was focused on trap/neuter/release.
2 And I think that will be our main discussion going forward.

3 As far as next steps, the Animal Care Task Force will revisit all of
4 the public comments in July and August. I think there's going to need to
5 be some strengthening of the proposed language on trap/neuter/release
6 that adds a management component to that and then we will present to
7 City Council hopefully in September at a work session. And then hopefully
8 have their comments addressed and then back in an ordinance for
9 adoption by the end of the year. And I've been very, very thankful to have
10 Ms. Lusk and Ms. Mary Lou Ward who's been very active members on the
11 Animal Care Task Force and part of their discussion. And we have shared
12 our draft ordinance with County staff and as we make further changes as
13 we go through the process we will keep them informed so that hopefully
14 the County will consider mirroring or close to mirroring our ordinance
15 changes with theirs sometime in the early part of the new year. So that's
16 where we are. Thank you Mr. Chairman.

17
18 Ellins: Board Member Eakman.

19
20 Eakman: Mr. Chair. May I ask Ms. Lusk a question on their, what I think is a great
21 thing about the owner, the owner dogs that are being held? If an owner
22 then wishes to relinquish the ownership, what happens?
23

24 Lusk: So what we will put into place is when the Animal Control Officer is out
25 there and it is determined that the animal is not eligible for a home
26 quarantine for a bite, then we will explain to them the fee schedule and
27 explain when they can pick up the animal at the end of the 10 day
28 quarantine. If the owner at that point says "I want to relinquish" you know
29 I want to owner surrender, then we will have them fill out the regular
30 paperwork that they do now anyway for an owner surrender and it will be
31 transported to the Shelter.
32

33 Ellins: Vicki what's the capacity at our facility?
34

35 Lusk: There are 50 kennels at our court hold facility and, so that would be one
36 animal per kennel. And then we have a small room that we call a cat
37 room that has six to eight cat cages in it.
38

39 Ellins: And at any given time how many court sanctioned animals are we
40 holding?
41

42 Lusk: Well that can vary greatly of course. Right now at this present moment we
43 have zero animals at the court hold facility. So County Manager Macias
44 was very clear about is if we have an underutilized facility let's partner with
45 the Shelter and if there's ever an occasion which we never anticipate, but
46 if there's ever an occasion that the entire court hold facility is filled with

1 court hold animals, then we would have to revert back to the Shelter to
2 hold the bite quarantines. Those would be secondary at that point. But I
3 don't anticipate that occurring.

4
5 Ellins: Thank you.

6
7 Dollahon: Chairman Ellins. I want to add one thing. We said earlier we were going
8 to have a closed session on August 5th. I think that's a work session, is it
9 not, for the fees discussion? Sorry, I wanted to make sure for the record
10 that is a work session.

11
12 Ellins: That will be August 6th at nine o'clock. Any further Board discussion?

13
14 **IX. Adjournment (10:38 AM)**

15
16 Ellins: Without objection we are adjourned.

17
18 **BOARD OF DIRECTORS**

19 _____
20 Lynn Ellins, Chairperson

21
22 _____
23 Jack Eakman, Vice-Chair

24
25 _____
26 Kasandra Gandara, Board Member

27
28 _____
29 Ramon S. Gonzalez, Board Member

30
31 _____
32 Manuel Sanchez, Board Member

33
34 _____
35 Gregory Z. Smith, Board Member

36
37
38
39
40
41
42
43 **ATTEST:**

1 _____
2 Amanda Lopez Askin, County Clerk

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

4
5
6 **BOARD MEMBERS PRESENT:**

- 7 Lynn Ellins - Chairman
8 Jack Eakman - Vice-Chair
9 Kasandra Gandara - Board Member
10 Manuel Sanchez - Board Member
11 Gregory Z. Smith - Board Member
12 David Dollahon - Ex-Officio Member
13 Vicki Lusk - Ex-Officio Member

14
15 **BOARD MEMBERS ABSENT:**

- 16 Ramon S. Gonzalez - Board Member

17
18 **I. Current fee schedule and possible updated fee schedule. Owner surrender**
19 **fee**

20
21 Eakman: Good morning. I guess I am the Vice-Chair of the Board. Good morning. I
22 wonder if in this session, I wonder if we need a quorum to begin. What's
23 that?

24
25 Baum: No sir you do not. It's a work session, you do not need a quorum.

26
27 Eakman: Wouldn't you think the Board would need to be present?

28
29 Baum: Not the whole Board. Not for a work session sir.

30
31 Eakman: Not for a work session?

32
33 Baum: No sir.

34
35 Eakman: Very interesting. It's unlike how the City works in a work session. But
36 anyway welcome here this morning. I'm not sure of the agenda. Clint Why
37 don't you just lead us through that, okay?

38
39 Thacker: Okay. Do you want, because of the parking issues that are outside, I don't
40 know if you're aware of that but.

41
42 Smith: There's some sort of conference in the Council Chambers.

43
44 Thacker: Yes. We had to park over at the library. Do you want to wait a few minutes
45 to see if our County brethren can join us or do you want to just start?
46

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

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

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

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

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

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

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

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

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

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

16

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

22

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

24

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

31

32 Smith: Okay.

33

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

38

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

43

44 Thacker: Yes sir.

45

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

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

1 Shelter's custody we don't charge a fee. Because we're not transporting
2 them again at that point.
3
4 Thacker: Okay. All right thank you. So see, these are some of the possible fees that
5 I came up with. And this was just, I shot this out to my coworkers. Sought
6 their thoughts on it. So a return to owner currently is \$28 and we want to
7 push fixed or intact. We want to push sterilization. We don't want to push
8 licensing because we're going to be hopefully doing away with that in the
9 ordinance change, so we really want to push getting the animal sterilized.
10 So that's how much it's going to cost for if you have, dog comes in only once
11 it'll be \$10 or \$30 for intact. And that's just for the RTO. The second year,
12 we understand mistakes happen. Totally get it. That's why it's so low the
13 first time, but if you do it twice in a year then you have an issue that needs
14 to be resolved and we can help educate you. "Oh the dog keeps jumping
15 over the fence". All right let's talk about that. Or he keeps digging under
16 the fence, all right. Or somebody opens the gate, opens the door. These
17 are things that we can help them, educate them, give them resources to
18 help solve that problem. And then of course three times in a year and four
19 is just going to go up. Yes Paul.
20
21 Richardson: Just my personal opinion, I don't like the increase because at that point it's
22 like we're assessing penalties. Where fees aren't supposed to be penalties,
23 they're supposed to be compensation for the services we provided whereas
24 fines should be done through Animal Control penalties for violation.
25
26 Thacker: Yes, that's a good way to look at it too. Thank you.
27
28 Eakman: I really like the fact, Clint, that you're looking for some adherence to policy.
29 I, but in addition to fix I want to know they're vaccinated. I want to know
30 they're chipped. In my mind an unsafe dog running loose is a public health
31 hazard and we should be doing something about that. So I'd be all for the
32 \$10 fee, in fact for the first one, you know if it's fixed, vaccinated, everything
33 like that and the first one I'm okay with zero. But I'd like to see all the
34 adherence there. Not just fixed.
35
36 Smith: If I may come back to Curtis's point. Paul, I'm sorry. Paul thank you. Do
37 we have a sense of what it actually costs us so that maybe as opposed to
38 looking at this as a penalty going up to those higher prices, that we look at
39 it in reverse from this is what it's costing us but if you have the fixed versus
40 the intact, the vaccinated and all of that kind of stuff, we're reducing it by
41 this amount?
42
43 Thacker: So it's \$46, it's a little over \$46. We'll see a slide later for staff to impound
44 an animal.
45
46 Smith: Okay.

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

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

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

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

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

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

43 Thacker: Okay.

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

1 reaching, then we don't have to require them. I understand what they're
2 saying, for rabies they might have to come back or least if the chip is there
3 we'll at least have that type of traceability for future reference.
4

5 Smith: The first one can happen to anybody.
6

7 Sanchez: Correct.
8

9 Smith: After that, it's on you.
10

11 Dollahon: So just so I'm clear, Councilor Eakman's suggestion was on the first return
12 to owner would be free if they were previously licensed, previously
13 vaccinated, previously microchipped, and fixed.
14

15 Eakman: Correct.
16

17 Dollahon: If they're not fixed but they have all those others, you're talking about an
18 intact animal?
19

20 Eakman: I'm talking about then they pay.
21

22 Dollahon: Okay.
23

24 Thacker: What if they have all of the except for the vaccines? Or all of them except
25 for the microchip?
26

27 Smith: So each one of them is \$10.
28

29 Dollahon: I think it's all or nothing.
30

31 Eakman: I think it's all or nothing.
32

33 Ward: So what if they have everything and the animal is still intact but they have
34 an intact permit? Because they would, might with the County. They can
35 pick and choose. Because they're doing everything in compliance.
36

37 Eakman: Keep them at home.
38

39 Dollahon: My argument is that an intact animal is more likely to escape.
40

41 Ward: I agree.
42

43 Dollahon: More likely to be aggressive. More likely to bite someone. And I'm sorry,
44 an intact animal, we should be discouraging intact animals.
45

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

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

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

16 Ward: In regards to the fees?
17

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

22 Dollahon: We've taken public input.
23

24 Sanchez: Yes.
25

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

35 Gandara: What? Controversy?
36

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

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

41 Smith: Thank you Clint.
42

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

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

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

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

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

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

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

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

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

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

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

31 Thacker: Yes.
32

33 Richardson: We currently do a five day.
34

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

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

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

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

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

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

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

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

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

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

13 Thacker: Was that year to date?
14

15 Bryce: No.
16

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

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

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

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

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

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

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

40 **SURRENDER FEE**
41

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

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

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

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

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

29 Thacker: Probably because of bad math.
30

31 Ellins: Thank you.
32

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

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

1 call that owner first, and first they make sure everybody's going to be there.
2 They understand the fee that's involved. Some people don't want the fee
3 and so we give them the choice. If you don't want us to transport your
4 animal you can take it to the Shelter yourself. And they'll do that because
5 they can't afford the fee. So I think we're going to leave them with no other
6 resources but to turn them loose in the desert.
7

8 Thacker: Well we're not going to do a hard nose. "It's going to be this amount or
9 we're not going to take your animal." It's going to be "we'll set the fee and
10 then we'll see."
11

12 Richardson: And we do have potential for an alternative. We currently have a surrender
13 to foster program which helps us immensely when anybody's willing to do
14 it. But right now there's not a lot of incentive. When they bring us their
15 animal we offer, if you hold on to it we'll intake it into our system, we'll
16 vaccinate it, chip it, consider it our property, you'll become the foster parent.
17 It stays out of our building and we can start working on trying to get it to a
18 rescue. We try to talk them into taking it to our offsite adoption events. But
19 like I said there's no real incentive right now because they just say "well I'd
20 rather leave it here, it's less work." But if we have the fee we can say "you
21 know we'll waive this relinquish fee if you're willing to hold onto the dog."
22 Still relinquish it to us ownership, keep it at your home for a while, while we
23 try to find a new place for it.
24

25 Smith: And I think that's the sort of thing that we want to encourage to continue.
26 But perhaps what we do is set up a contingency fund so that if somebody
27 comes in and says "I can't afford to pay the \$25 or whatever" then you say
28 "well would you sign this document please? We do have some very kind
29 people in our community have put some money into a fund." So basically
30 they're, you know they're taking advantage of the contingency fund but
31 they're not doing it without some acknowledgement of the fact that they're
32 getting that benefit.
33

34 Thacker: Also in the near future we're going to stop taking people just walking into
35 the Center and surrendering animals. They're going to have to sit down and
36 talk with somebody before it occurs here as well. So then we can find out
37 some concerns of why they're doing it.
38

39 Sanchez: What does the City of El Paso charge for owner surrender? Do you know?
40

41 Thacker: Do not know.
42

43 Sanchez: Okay.
44

45 Bryce: What is, this is a dumb question.
46

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

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

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

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

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

12 Richardson: It's encouraged.
13

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

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

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

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

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

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

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

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

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

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

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

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

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

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

11

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

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

21 Thacker: Oh yes.

22

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

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

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

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

40 Sanchez: True.

41

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

45 Sanchez: Correct.
46

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

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

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

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

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

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

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

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

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

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

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

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

Dollahon: No.

Ellins: Is it going to?

Dollahon: Yes, there has been a request.

Gandara: It's has been requested.

MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors
From: Josie Medina, Accounting Manager
Date: September 10, 2019
Initials:
File #: *JP*
F-19-235

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

Attached are the unaudited financial results of the Animal Service Center operations for the period ending August 31, 2018. Some observations for your consideration:

- The Statement of Net Position (page 1) shows cash of \$332,691. There is an outstanding account receivable balance of \$363,776 from Dona Ana County in the General Fund.
- The outstanding payroll liabilities are \$61,911 for the General Fund. There is no outstanding accounts payable balance. In addition, there is a \$25,000 Best Friends Grant that waives first-time impound fees in Revenues Collected in Advance.
- All Capital Projects are complete and there is currently no activity.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are \$764,518. YTD operating expenditures are at \$335,816, which results in an increase in Net Fund Balance of \$428,702.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 26.7% of budgeted revenues and 11.9% of budgeted expenditures have been recognized. The current budget parameter for this month is 16.7%.
- The Grants and Donations Schedule on page 7 provides a summary of grants and donations received.

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

Initials: *JP for TD*
Initials: *AE*

Animal Service Center of the Mesilla Valley
Statement of Net Position
August 31, 2019

	<u>Fund 7440</u> <u>General Fund</u>	<u>Fund 7441</u> <u>Capital Projects</u>	<u>Fund 9440</u> <u>Capital Assets</u>	<u>Statement</u> <u>of</u> <u>Net Position</u>
Assets				
Current Assets				
Cash & investments	\$ 332,691	\$ -	\$ -	\$ 332,691
Accounts receivable	363,776	-	-	363,776
Total Current Assets	<u>696,467</u>	<u>-</u>	<u>-</u>	<u>696,467</u>
Capital Assets				
Equipment, net of accum depr	-	-	290,322	290,322
Total Capital Assets	<u>-</u>	<u>-</u>	<u>290,322</u>	<u>290,322</u>
Total Assets	<u>\$ 696,467</u>	<u>\$ -</u>	<u>\$ 290,322</u>	<u>\$ 986,789</u>
Liabilities				
Current Liabilities				
Accounts payable	-	-	-	-
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	61,911	-	-	61,911
Revenue collected in advance	25,000	354	-	25,354
Total Current Liabilities	<u>86,911</u>	<u>354</u>	<u>-</u>	<u>87,265</u>
Fund Balance				
Required reserve	235,689	-	-	235,689
Restricted	-	-	-	-
Unassigned	373,867	(354)	290,322	663,834
Total Fund Balance	<u>609,556</u>	<u>(354)</u>	<u>290,322</u>	<u>899,523</u>
Total Liabilities and Fund Balance	<u>\$ 696,467</u>	<u>\$ -</u>	<u>\$ 290,322</u>	<u>\$ 986,789</u>

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

	General Fund 7440 Actual	Capital Projects 7441 Actual	Fixed Assets 9440 Actual	Total
Revenues				
Pet licenses-CLC	\$ 7,449	\$ -	\$ -	\$ 7,449
Pet licenses-DAC	2,127	-	-	2,127
Vaccinations	1,943	-	-	1,943
Pet micro-chip	2,378	-	-	2,378
Onsite adoptions	11,260	-	-	11,260
Return to owner-DAC	1,509	-	-	1,509
Return to owner-CLC	3,532	-	-	3,532
Spay/neuter	2,654	-	-	2,654
Dona Ana County	363,636	-	-	363,636
City of Las Cruces	363,636	-	-	363,636
City of Anthony	-	-	-	-
Donations & memorials	2,174	-	-	2,174
Grant revenue	-	12,991	-	12,991
City of Sunland Park	-	-	-	-
Village of Hatch	-	-	-	-
Other revenue	2,219	-	-	2,219
Investment income	-	-	-	-
Total revenues	<u>764,517</u>	<u>12,991</u>	<u>-</u>	<u>777,508</u>
Expenditures				
Personnel	275,900	-	-	275,900
Temp agency services	2,800	-	-	2,800
Repairs and maintenance	2,274	-	-	2,274
Services	23,938	-	-	23,938
Supplies	12,383	-	-	12,383
Insurance	13,699	-	-	13,699
Other	4,822	-	-	4,822
Depreciation	-	-	-	-
Capital outlay	-	47,817	-	47,817
Total expenditures	<u>335,816</u>	<u>47,817</u>	<u>-</u>	<u>383,633</u>
Net Operating Income (Loss)	<u>428,701</u>	<u>(34,826)</u>	<u>-</u>	<u>393,875</u>
Transfers	-	73,581	-	73,581
Net Change in Fund Balance	<u>428,701</u>	<u>38,755</u>	<u>-</u>	<u>467,456</u>
Net Investment in Capital Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Beginning Fund Balance	<u>180,855</u>	<u>(39,109)</u>	<u>290,322</u>	<u>432,067</u>
Ending Fund Balance	<u>\$ 609,556</u>	<u>\$ (354)</u>	<u>\$ 290,322</u>	<u>\$ 899,523</u>

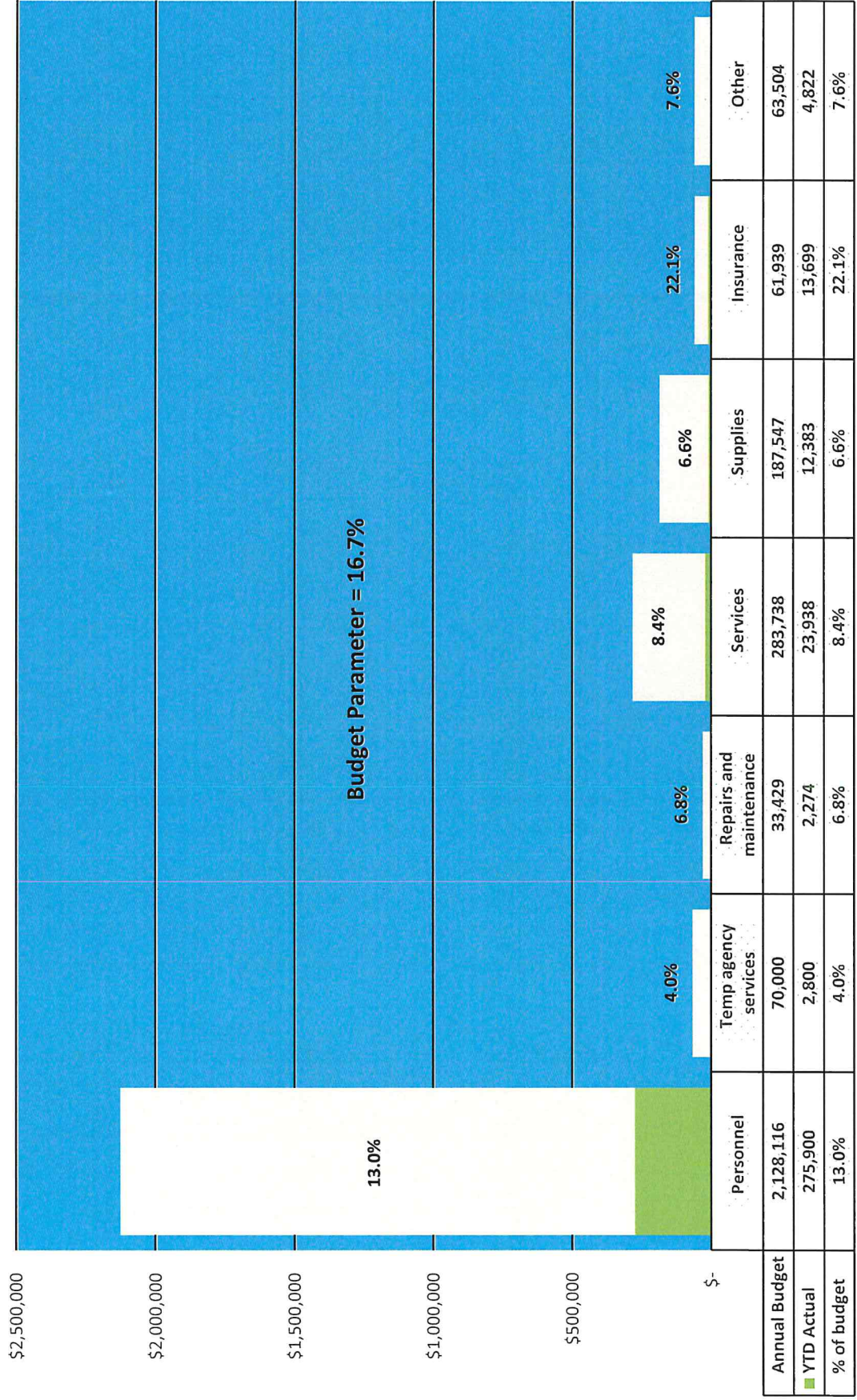
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance - Budget and Actual
as of August 31, 2019**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses-CLC	\$ 59,608	\$ 7,449	12.5%
Pet licenses-DAC	18,000	2,127	11.8%
Vaccinations	19,339	1,943	10.0%
Pet micro-chip	39,968	2,378	5.9%
Onsite adoptions	51,787	11,260	21.7%
Return to owner-DAC	10,333	1,509	14.6%
Return to owner-CLC	28,517	3,532	12.4%
Spay/neuter	51,088	2,654	5.2%
Dona Ana County	1,250,000	363,636	29.1%
City of Las Cruces	1,250,000	363,636	29.1%
City of Anthony	6,000	-	0.0%
Donations & memorials	21,263	2,174	10.2%
Grant Revenue	8,853	-	0.0%
City of Sunland Park	2,858	-	0.0%
Village of Hatch	338	-	0.0%
Other revenue	30,156	2,219	7.4%
Investment income	18,235	-	0.0%
Total revenues	<u>2,866,343</u>	<u>764,518</u>	26.7%
Expenditures			
Personnel	2,128,116	275,900	13.0%
Temp agency services	70,000	2,800	4.0%
Repairs and maintenance	33,429	2,274	6.8%
Services	283,738	23,938	8.4%
Supplies	187,547	12,383	6.6%
Insurance	61,939	13,699	22.1%
Other	63,504	4,822	7.6%
Capital outlay	-	-	0.0%
Total expenditures	<u>2,828,273</u>	<u>335,816</u>	11.9%
Net income (loss)	<u>38,070</u>	<u>428,702</u>	
Transfer to capital from operations	<u>28,000</u>	<u>-</u>	
Net change in fund balance	<u>\$ 10,070</u>	<u>428,702</u>	
Beginning Fund Balance		<u>180,854</u>	
Ending Fund Balance		<u>\$ 609,556</u>	

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



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



Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
July 2019 Through June 2020 (Unaudited)

General Fund
7440

	Revised Budget	July-19	August-19	September-19	October-19	November-19	December-19	Total	Actual/Bgt. %
Revenues									
Pet licenses-CLC	\$ 59,608	\$ 3,838	\$ 3,611	\$ -	\$ -	\$ -	\$ -	\$ 7,449	12.5%
Pet licenses-DAC	18,000	968	1,159	-	-	-	-	2,127	11.8%
Vaccinations	19,339	858	1,085	-	-	-	-	1,943	10.0%
Pet micro-chip	39,968	988	1,390	-	-	-	-	2,378	5.9%
Onsite adoptions	51,787	4,816	6,444	-	-	-	-	11,260	21.7%
Return to owner-DAC	10,333	782	727	-	-	-	-	1,509	14.6%
Return to owner-CLC	28,517	2,045	1,487	-	-	-	-	3,532	12.4%
Spay/neuter	51,088	1,515	1,139	-	-	-	-	2,654	5.2%
Dona Ana County	1,250,000	275,000	88,636	-	-	-	-	363,636	29.1%
City of Las Cruces	1,250,000	275,000	88,636	-	-	-	-	363,636	29.1%
City of Anthony	6,000	-	-	-	-	-	-	-	0.0%
Donations & memorials	21,263	901	1,273	-	-	-	-	2,174	10.2%
Grant revenue	8,853	-	-	-	-	-	-	-	0.0%
City of Sunland Park	2,858	-	-	-	-	-	-	-	0.0%
Village of Hatch	338	-	-	-	-	-	-	-	0.0%
Other revenue	30,156	935	1,284	-	-	-	-	2,219	7.4%
Investment income	18,235	-	-	-	-	-	-	-	0.0%
Total revenues	2,866,343	567,646	196,871	-	-	0	0	764,517	26.7%
Expenditures									
Personnel	2,128,116	112,966	162,934	-	-	-	-	275,900	13.0%
Temp agency services	70,000	-	2,800	-	-	-	-	2,800	4.0%
Repairs and maintenance	33,429	1,348	926	-	-	-	-	2,274	6.8%
Services	283,738	15,856	8,083	-	-	-	-	23,938	8.4%
Supplies	187,547	5,334	7,049	-	-	-	-	12,383	6.6%
Insurance	61,939	12,916	783	-	-	-	-	13,699	22.1%
Other	63,504	1,805	3,017	-	-	-	-	4,822	7.6%
Depreciation	-	-	-	-	-	-	-	-	0.0%
Capital outlay	-	-	-	-	-	-	-	-	0.0%
Total expenditures	2,828,273	150,225	185,592	-	-	-	-	335,816	11.9%
Net Operating Income (Loss)	38,070	417,421	11,279	-	-	-	-	428,701	
Transfers	28,000	-	-	-	-	-	-	-	
Net Change in Fund Balance	\$ 10,070	\$ 417,421	\$ 11,279	\$ -	\$ -	\$ -	\$ -	\$ 428,701	

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

Fund	Project	Project Name	Award Amount	Life-to-Date Expenditures	Remaining Balance	Type	End Date	Purpose
7440	11864	Best Friends	\$ 25,000	-	\$ 25,000	Local Grant	7/1/19 to 7/31/2020	The purpose of the grant is to waive the first-time impound fee and hold period.

Animal Services Center of the Mesilla Valley

Monthly Statistics Report-August 2019

INTAKE	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock <small>(horse, goat, sheep, pig, donkey)</small>	Wildlife <small>(skunk, bat, coyote, fox, raccoon)</small>	Total
City of Las Cruces										
Owner Surrender	42	20								62
Returned Adoptions	5	7								12
Seized/Welfare Hold	13	3					2			18
Strays (brought in by the public)	70	60			1					131
Strays (brought in by Animal Control)	141	114					2			255
Wildlife										2
Subtotal City of Las Cruces	271	204	0	0	1	0	4	0	0	480
Doña Ana County										
Owner Surrender	59	14			16					89
Returned Adoptions	1	1								2
Seized/Welfare Hold	10	1								11
Strays (brought in by the public)	45	40								85
Strays (brought in by Animal Control)	180	144								324
Wildlife										0
Subtotal Doña Ana County	295	200	0	0	16	0	0	0	0	511
Total Intake	614	425	0	0	17	0	4	0	0	1,060
OUTCOME <small>(city and county)</small>										
Admin Missing										
Foster-Escaped										0
Foster-Lost Contact										0
Foster-Stolen From										0
FTA-Escaped										0
FTA-Lost Contact	1									1
FTA-Gave Away										0
Offsite-Missing										0
Offsite-Stolen From										0
Shelter-Escaped	1	1								2

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Shelter-Missing										0
Shelter-Stolen										0
Subtotal Admin Missing	2	1	0	0	0	0	0	0	0	3
Adoptions	156	102								258
Expired in Care	25	34								59
DOA										0
Return to Owner	106	3								109
Transferred Out (Rescues)	120	94								214
Community Cats (TNR)	0	93								93
Wildlife Release										0
Owner Request Euthanasia	20	4								24
Euthanized										0
Behavior - Aggressive - Dog	24	0								24
Behavior - Aggressive - Human	1	0								1
Behavior - Feral										0
Behavior - High Arousal Level	9	0								9
Behavior - Problem Eliminator										0
Behavior - Resources Guarding	4	0								4
Behavior - Timid	1	0								1
Behavior - Timid - Fear Biter	10	0								10
Court Order										0
Medical Issues General	6	10								16
Medical - Distemper - TX	32	0								32
Medical - Distemper - Non TX	3	0								3
Medical - Distemper - Exposed										0
Medical - Feiv	0	1								1
Medical - FIV	0	1								1
Medical - HW Positive - TX										0
Medical - HW Positive - Non TX										0
Medical - Mange - TX										0
Medical - Mange - Non TX										0
Medical - Mass	1	0								1
Medical - Neurological	1	3								4
Medical - Organ Failure	0	1								1
Medical - Parvo - TX	1	0								1
Medical - Parvo - Non TX	2	0								2
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	9	25								34
Medical - Respiratory Signs - Non TX	1	4								5
Medical - Ringworm	0	5								5
Medical - Too Old	7	2								9
Medical - Too Young	1	10								11
Medical - URI - TX										0



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2019-09**

A RESOLUTION APPROVING A FUND BALANCE POLICY FOR THE ANIMAL SERVICES CENTER OF THE MESILLA VALLEY (ASCMV).

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

WHEREAS, the ASCMV is in need of a Fund Balance Policy to help establish the financial stability of its operations by setting guidelines for fund balance;

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

THAT the Fund Balance Policy hereto attached be adopted by the ASCMV as outlined in "Exhibit A"; and

THAT, ASCMV staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

PASSED AND APPROVED this 12th day of September, 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

Vicki Lusk, Ex-Officio Member _____ yea nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

Animal Services Center of the Mesilla Valley Fund Balance Policy

Purpose

The purpose of this policy is to establish a key element of the financial stability of the [Animal Services Center of the Mesilla Valley \(ASCMV\)](#) by setting guidelines for fund balance.

The Unassigned Fund Balance in the [ASCMV](#) General Fund is an important measure of the economic stability of the chief operating fund of the [ASCMV](#). It is essential that [ASCMV](#) maintain adequate levels of Unassigned Fund Balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

Definitions

Fund Balance – Fund balance is generally the difference between a fund’s assets and its liabilities. An accounting distinction is made between the portions of fund balance that are restricted and unrestricted. In accordance with GASB 54, fund balance in the [ASCMV](#) General Fund may be reported in five categories:

- 1) **Non-spendable fund balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or long-term receivables.
- 2) **Restricted fund balance** – includes amounts that can be spent only for the specific purposes imposed by creditors, grantors, contributors, or laws and regulations of other governments. An example is grants.
- 3) **Committed fund balance** – include self-imposed limitations on amounts that can be used only for a specific purpose, set in place prior to the end of the period by a formal action of the [ASCMV](#)’s highest level of decision-making authority. Commitments established by the [ASCMV Board](#) may be changed or lifted only by an action of the Board, taking the same formal action that imposed the original constraint.
- 4) **Assigned fund balance** – comprises amounts *intended* to be used by the [ASCMV](#) for specific purposes. Intent can be expressed by the [ASCMV Board](#), or by an official or body to which the [Board delegates the authority](#). In governmental funds other than the [ASCMV](#) General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned fund balance** – is the residual classification of the [ASCMV](#) General Fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose. Unassigned Fund Balance is only reported in the [ASCMV](#) General Fund.

Policy

Committed Fund Balance

- The ASCMV Board is the Center’s highest level of decision-making authority. The formal action that is required to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board at a board meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made.

Assigned Fund Balance

- As provided in this Fund Balance Policy, the ASCMV Board has approved the ASCMV Director as an authorized official to assign fund balance to a specific purpose.

Minimum Unassigned Fund Balance

It is the goal of the [ASCMV](#) to achieve and maintain an Unassigned Fund Balance in the [ASCMV](#) General Fund. However, a 1/12 reserve of budgeted expenditures which is enforced by the DFA is only required of the City of Las Cruces, and not its Agencies. Therefore, the Board will not request a minimum required reserve amount.

In the event that the Undesignated Fund Balance in the [ASCMV](#) General Fund is determined to be less than sufficient, the Board shall plan to control operating expenditures and use budget surpluses in subsequent fiscal years to restore the balance within one to three fiscal years, as economic conditions allow. Except in extraordinary circumstances, the Undesignated Fund Balance should be used primarily to insure adequate designated reserves, to respond to unforeseen emergencies, to provide cash flow, and to provide overall financial stability.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the Board, and unassigned fund balance), the [ASCMV](#) will start with the most restricted category and spend those funds first before moving down to the next category of available funds.

Administrative Responsibilities

The [Center Director](#) shall be responsible for monitoring and reporting the [ASCMV’s](#) various reserves. The [Director](#) may make recommendations to the Board on the use of unassigned funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

Approved by: _____

_____ **Date**



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2019-10**

A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR THE ANIMAL SERVICES CENTER OF THE MESILLA VALLEY (ASCMV).

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

WHEREAS, it is appropriate that fees be set for the Animal Services Center of the Mesilla Valley; and

WHEREAS, the Board of Directors has the authority to establish said fees per the established JPA of the ASCMV, section “Conditions-5.G.(10)”; and

WHEREAS, a fee schedule was discussed to determine appropriate fees for the ASCMV;

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

THAT the Board hereby adopts the fee schedule attached hereto as Exhibit A, and that this resolution take effect October 1, 2019.

PASSED AND APPROVED this 12th day of September, 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
Vicki Lusk, Ex-Officio Member _____ ___yea___ nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

Cat or Dog Adoption.....\$25 Adoption Hold Fee..\$25

RTO-1.....\$30 (1st Impound fee will be waived if animal is Sterilized,
Microchipped, and has a current Rabies Vaccination)

RTO-2+.....\$50

Boarding Fee.....\$15/day per animal

Rabies Vaccine.....\$10

Microchip.....\$10

Sterilization Deposit.....\$25 (*Required by State of NM*)

Sterilization Fee Dog.....\$35

Sterilization Fee Cat.....\$25

City/County License Altered.....\$7 Unaltered.....\$50

Senior License City.....\$5

Senior License County-One-time fee...\$10

Owner Surrender Fee.....\$20 per animal

 If Mother and Litter.....\$20/mother + \$5/baby**

 If Litter.....\$20/first baby + \$5/littermate**

(Up to a maximum of \$40)

Euthanasia Request.....\$25

DOA Disposal Fee.....\$10

Cardboard Cat Carrier.....\$5

E-Collar.....\$5

Leash.....\$1

