



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

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, June 14, 2018, 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 May 10, 2018.
- V. Reports/Presentations**
  - a. City and County ACO Reports – City Animal Control and County Animal Control
  - b. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives – Clint Thacker
  - c. Committees Reports
    1. Finance – David Dollahon, Committee Chair
    2. Executive – Kasandra Gandara, Committee Chair
    3. Facilities – Greg Smith, Committee Chair
  - d. Zero In 7 Update
- VI. Action Items**
  - a. Resolution 2018-12 – Accept \$1200 Donation for Wounded Animals
  - b. Resolution 2018-13 – Remove and Auction ASCMV Non-Working Vehicles
  - c. Resolution 2018-14 -- Resolution approving a minor amendment to the contract with the Executive Director, Clint Thacker
  - d. Resolution 2018-15 – Awarding a Contract for Construction of the ASCMV.
  - e. Resolution 2018-16 – Authorize Two (2) New Full Time Employee (FTE) Positions: Adoption Specialist
  - f. Resolution 2018-17 – Authorize Two (2) New Part Time Employee (PTE) Positions: Transport Driver
  - g. Resolution 2018-18 – Authorize One (1) Additional Contract Veterinarian Position
  - h. Resolution 2018-19 – Authorize Five (5) Additional Animal Caregiver (FTE), Two (2) Additional Veterinary Technician (FTE), Two (2) Additional Surgical Assistant (FTE), and Two (2) Additional Office Assistant (PTE) Positions.
- VII. The BOARD OF DIRECTORS OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY WILL CONVENE IN CLOSED SESSION** to discuss, per the current ASCMV by-laws, the mid-year Annual Performance of Clint Thacker, the Executive Director of the Animal Service Center of the Mesilla Valley, (which is closed pursuant to Section 10-15-1-H(2), NMSA 1978).
- VIII. The BOARD OF DIRECTORS OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY MAY CONVENE IN OPEN SESSION** to take action, if any, on the closed session items.
- IX. Public Input**
- X. Chair and Board Comments**
- XI. Adjournment**

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at [382-0018/v](tel:382-0018) or [541-2128/tty](tel:541-2128). Posted Dated: June 11, 2018. The agenda is on the web at: [www.ascmv.org](http://www.ascmv.org). Copies of the agenda packet are available at the Branigan Library, City Hall and the County Clerk's Office.

1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2  
3 **May 10, 2018 at 9:00 a.m.**

4  
5  
6 **BOARD MEMBERS PRESENT:**

7 Kasandra Gandara - Chair  
8 Jess C. Williams - Vice-Chair  
9 Jack Eakman - Board Member  
10 Billy Garrett - Board Member  
11 Ramon Gonzalez, Board Member (arrived 9:08)  
12 Gregory Z. Smith - Board Member  
13 David Dollahon - Ex-Officio Member

14  
15 **BOARD MEMBERS NOT PRESENT:**

16  
17 **I. Call to Order & Pledge of Allegiance (9:00 AM)**

18  
19 Gandara: Good morning everybody. Welcome to our Animal Services Center Board  
20 meeting. Will you please take the roll?

21  
22 Baum: Board Member Maestas is not here. Board Member Dollahon.

23  
24 Dollahon: Here.

25  
26 Baum: Board Member Eakman.

27  
28 Eakman: Here.

29  
30 Baum: Board Member Gonzales is not here. Board Member Garrett.

31  
32 Garrett: Here.

33  
34 Baum: Board Member Smith.

35  
36 Smith: Here.

37  
38 Baum: Board Member Williams.

39  
40 Williams: Here.

41  
42 Baum: Chairperson Gandara.

43  
44 Gandara: Here. Will you please join me in the Pledge of Allegiance.

45  
46 **ALL STAND FOR PLEDGE OF ALLEGIANCE.**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

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

Gandara: Do we have a quorum? Did you say that, yes. Okay. No worries.

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

Gandara: Any changes to the agenda? I see none. Can I get a motion to approve the agenda?

Smith: So moved.

Eakman: Second.

Gandara: Take a roll please.

Baum: Board Member Eakman.

Eakman: Second.

Baum: Yes. I'm taking the vote sir.

Eakman: My vote already?

Baum: Yes sir.

Eakman: Oh. Yes.

Baum: Thank you. Board Member Garrett.

Garrett: Yes.

Baum: Board Member Smith.

Smith: Yes.

Baum: Board Member Williams.

Williams: Yes.

Baum: Chairperson Gandara.

Gandara: Yes.

**IV. Minutes**

1  
2 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**  
3 **April 12, 2018**

4  
5 Gandara: Okay. Next on the agenda is approval of minutes for the April 12, 2018  
6 meeting. Can I get a motion to approve?  
7

8 Eakman: Move to approve.  
9

10 Smith: Second.

11  
12 Baum: Board Member Eakman.

13  
14 Eakman: Yes.

15  
16 Baum: Board Member Garrett.

17  
18 Garrett: Yes.

19  
20 Baum: Board Member Smith.

21  
22 Smith: Yes.

23  
24 Baum: Board Member Williams.

25  
26 Williams: Yes.

27  
28 Baum: Chairperson Gandara.

29  
30 Gandara: Yes.  
31

32 **V. Reports/Presentations**

33  
34 **A. City and County ACO Reports - City and County Animal Control**  
35

36 Gandara: Moving right along, item five, reports and presentations. City and County  
37 ACO reports, I see Mr. Gino here. Thank you. Gino before we get started  
38 I just want to make mention that Mr. Clint Thacker isn't here today. He is  
39 at a conference, I understand, and we have made arrangements for others  
40 to, Bernice and Paul to take his place today.  
41

42 Jimenez: Yes ma'am.

43  
44 Gandara: You're on, Mr. Gino. Thank you.  
45

1 Jimenez: Thank you ma'am. Madam Chair, Members of the Board. My name is  
2 Gino Jimenez. I am the Animal Control Supervisor for the City of Las  
3 Cruces. I will present to you our numbers for April 2018.

4 We had 482 reported strays for that month; 235 of them were  
5 GOAs, meaning gone on arrival. Of those 117 were dogs and 84 were  
6 cats for a total of 201. We were successful in returning 46 animals back to  
7 their owners that month. We did attempt another ten. Those are ones  
8 that were either not home, they refused to take custody, or their property  
9 was not able to keep the animal in.

10 So our three-year comparison, I think we're keeping right in line,  
11 we're keeping that pattern. You can see that we are between 505 and our  
12 low was 405, so last month is right there, right in the middle.

13 So for Fiscal Year 2018 so far, again you'll see that wave, we're  
14 riding that wave. I can predict that because the summer months are  
15 coming, the hot weather's getting here, we are going to get a lot more  
16 stray calls so that number should go up as shown in like July of the  
17 beginning of the fiscal. Yes ma'am. Oh, I'm sorry, I thought somebody  
18 asked a question.

19 Here is our four-year comparison. We're right where we should be  
20 compared to all the other years, all the past three years. And I will stand  
21 for any questions.

22  
23 Gandara: Questions? I see none. Thank you Gino.

24  
25 Jimenez: Thank you.

26  
27 Gandara: Ms. Mary Lou, the County here? I don't see them. I'm not wearing my  
28 glasses but I don't see them. I don't think they're here. Okay.

29  
30 **B. Introduction of New Medical Director - Bernice Navarro**

31  
32 Gandara: So next on the agenda is introduction of our new Medical Director.  
33 Bernice. We are thrilled that you're here. Welcome.

34  
35 Navarro: Chairperson Gandara, all our Board Members, everyone. Thank you so  
36 much. I am really, really excited to be able to get up here and to do this  
37 little introduction. Let me go ahead and introduce to you our new Medical  
38 Director. Her name is Dr. Susan Baiz. Susan Baiz obtained her doctorate  
39 in veterinary medicine in Venezuela in 2011. In 2012 Susan moved to  
40 Chile for two years to do her residency in small animal medicine. After  
41 finishing her residency in 2014 she returned to Venezuela and worked for  
42 Zoetis, a well-known veterinarian laboratory. In 2015 she moved to Las  
43 Cruces and started working at Banfield Animal Hospital as a veterinary  
44 technician. Later that same year, Susan accepted a job at Calista Animal  
45 Hospital as a veterinarian technician and worked herself up to a lead  
46 treatment technician. In 2017 Susan successfully completed the North

1 American Veterinary Licensing Examination and on April 23rd, Susan  
2 joined the ASCMV staff as the new Medical Director. Please join me in  
3 welcoming our newest staff member, Dr. Susan Baiz.  
4

### 5 **C. Shelter Medical Update - Dr. Susan Baiz**

6  
7 Baiz: Thank you very much for everything. So today I want to give you an  
8 update on our Giardia situation and I'm going to start by explaining how  
9 we got to this point. I was doing some volunteering surgeries with some of  
10 the doctors at the shelter and one of my trainings, when I was talking to  
11 Clint, we walked through all of the runs and the wards, and I noticed that  
12 the amount of diarrhea was a little bit too much. So the first day that I  
13 started working at the shelter I decided to take a fecal sample. We sent  
14 that to IDEXX Laboratories and by Thursday that same week we received  
15 the positive results. And truly I did this test because I wanted to see if  
16 there were other pathologies involved like stress colitis, the food is not the  
17 adequate amount of quality that we could provide, and a lot of other  
18 factors that could be involved. So then, we ordered the medication  
19 fenbendazole and I started that treatment with help of all of the staff  
20 between Monday and Tuesday. So we did a five-day course of this  
21 fenbendazole and we finished those treatments on a Saturday. That  
22 Saturday we started bathing all the dogs with the amazing staff and they  
23 finished doing all this process on a Sunday. That was last Sunday. So to  
24 prove that all the treatment worked I would take another fecal sample next  
25 week, by the end of next week. Hopefully we'll have the results by Friday  
26 and I would be taking two samples: One sample from the normal stools  
27 that we can already see in most of the wards, and there are still some  
28 wards with diarrhea that I'm approaching in a different way. I'm adding  
29 more medication, other antibiotics, and I've been noticing that a lot of that  
30 diarrhea that we're noticing right now, it's stress-related. It disappears in  
31 one day. So of course, fights, changing dogs, I will talk about changing  
32 dogs in a bit, and all of that causes major stress in those pets. So I just  
33 want to make sure that there are not other factors being involved and that  
34 we can take care and there's not (*inaudible*), so we're taking all the  
35 precautions and making those pets healthy so we can give to the public  
36 healthy animals.

37 On changing dogs factor, I've been having the staff running like  
38 crazy because we're separating, in our medical ward it's truly becoming  
39 our medical ward. Now I'm trying to have the healthy animals in all the  
40 other wards, quarantine also healthy animals. In medical ward it's  
41 becoming our very sick ward, not minding that much in the diarrhea  
42 because could be also related to this, so once we clear it up hopefully we  
43 can have a very well separated shelter and put more importance in the  
44 treatment of these dogs. That also makes the job of the technicians more  
45 efficient. So yes, that is my (*inaudible*).  
46

1 Gandara: Thank you Dr. Susan. We appreciate that report, and welcome.  
2  
3 Baiz: Thanks.  
4  
5 Gandara: We're excited that you're here. Any questions of the Board? Yes.  
6  
7 Eakman: Yes Madam Chair.  
8  
9 Gandara: Board Member Eakman.  
10  
11 Eakman: I was wondering about accompanying dehydration in the dogs. I was  
12 wondering have you had to take any extraordinary means to address that  
13 or are they normally getting all the water they need?  
14  
15 Baiz: Yes. They are provided during the entire day water. Those animals that  
16 are having the diarrhea, it has decreased so much and it's not, going to  
17 say, it's less liquid diarrhea. So I haven't seen much of dehydration that  
18 you would expect with these problems.  
19  
20 Eakman: Thank you so much.  
21  
22 Baiz: Thank you.  
23  
24 Gandara: And let the record show that Board Member Gonzalez is here. Welcome  
25 Board Member Gonzalez.  
26  
27 Gonzalez: I wanted to ask, how many, did you say five dogs are right with this  
28 problem? How many dogs are affected by this?  
29  
30 Baiz: Well, whenever I took my sample it was a population sample. I didn't do a  
31 specific to those cages that had diarrhea. I just grabbed some sample  
32 and I sent one to the laboratory. I didn't mention numbers. We treated  
33 every single dog in the shelter for the Giardia.  
34  
35 Gonzalez: How many wards to we have in that animal shelter? You mentioned  
36 wards. I was just wondering because it.  
37  
38 Baiz: All the wards, yes. We have four wards in OBS, so five wards? Plus IMK  
39 in the lots outside? It's more like eight.  
40  
41 Gonzalez: How many?  
42  
43 Baiz: Eight.  
44  
45 Gonzalez: Eight?  
46

1 Baiz: Approximately, yes.  
2  
3 Gonzalez: Thank you.  
4  
5 Gandara: Thank you Board Member Gonzalez. Any other questions? Board  
6 Member Smith.  
7  
8 Smith: Thank you and welcome. And by "wards" we mean the kennels, is that  
9 correct? The separate kennels, is that what we're talking about here?  
10 Just to be clear on the distinctions as we're trying to get Board Member  
11 Gonzalez up to speed.  
12  
13 Baiz: Yes. The wards are the different rooms where the kennels are.  
14  
15 Smith: Thank you very much and thank you for your hard work. Thank you  
16 Madam Chair.  
17  
18 Gandara: Thank you. Any other questions? Feedback? Thank you Dr. Susan.  
19  
20 Baiz: Thank you.  
21

#### 22 **D. Shelter Statistics/Quarterly Report/Activities - Paul Richardson**

23  
24 Gandara: Next on the agenda is our shelter statistics, quarterly reports, and  
25 activities. Paul. Welcome, Paul. Long time no see.  
26  
27 Richardson: Hello. Thank you. It's been a while. My name's Paul Richardson. I've  
28 been working in and out of the shelter building for the last about 17, 18  
29 years in one way or another and just kind of circumstantially, my belief is  
30 we've probably had a Giardia issue for years. It's just now that we've got  
31 the expertise there, the people to actually recognize it, send out the  
32 testing, and we're getting it confirmed that we actually have that issue and  
33 we're able to address it. So again, thank you to Dr. Baiz for that.  
34 Okay. So this is going to be not just the monthly report but we're  
35 dealing with the quarterly report. These are some of our dogs from our  
36 latest monthly promotion that we've been working on for the past several  
37 months with Kelly Barker's group Uncaged Paws and Tails from the  
38 Shelter. This month is going to be Mothers of May, it's all female dogs,  
39 very, very pretty photos we got of them, very flowery.  
40 Okay. For March 2018 intake, total for the month was 786. March  
41 outcomes: We had 11.3% euthanasia, 88.3% live release rate. I was  
42 thinking about this earlier today. A year ago, it's hard to believe a year  
43 ago that 11.3% euthanasia rate would've been a disappointing number for  
44 us. January, February we hit below the 10% and were able to hit that live  
45 release rate of over 90% which is in the industry is considered no-kill and  
46 this one we were just shy at 88.3% live release rate, so for that month we



1 were just short and it's a little frustrating. But again, a year ago who  
2 would've thought that that would've been a disappointing number?

3  
4 Williams: Madam Chair.

5  
6 Gandara: Yes, Board Member Williams.

7  
8 Williams: Paul. Could you go back one? Of those euthanized, were any of those  
9 court orders?

10  
11 Richardson: No, I don't believe so for that month.

12  
13 Williams: Okay. Thank you.

14  
15 Richardson: For licensing, total for the month was 465.

16 For the quarterly report, this has intake and euthanasias next to  
17 each other. You see we actually, for the quarter, comparing back to 2008,  
18 it's been slowly going down. We did have a big jump this quarter. As far  
19 as euthanasias it's been steadily going down and quite a bit down from  
20 back in 2008 at 2,219 we're down to 239 euthanasias for the quarter. And  
21 then live outcomes, we've got reclaims, adoptions, and rescues the  
22 biggest standout here. This jumped to 1,173.

23 Euthanasias again but broken down, dogs, cats, and combined, the  
24 majority being dogs at 163, 49 cats.

25 This is going to be the live release rate for the quarter. Dogs was  
26 88.3%, cats at 94.2%, the total just half a percentage point short of the no-  
27 kill status for the quarter.

28 These are comparing reasons for euthanasia compared to the  
29 same quarter of last year. Not a lot of differences, just differences in  
30 choosing; was it for distemper, medical, we did more for behavior issues  
31 rather than medical this quarter. Some of that you have to keep in mind  
32 when we're compiling these statistics, not every animal fits into easy  
33 categories like this. Sometimes you can have two issues going on but  
34 you've got to pick one so it's, you can't add them into both categories.

35 Pet licensing comparing 2017 to 2018.

36 Shelter surgeries: The biggest standout here, we've refocused on  
37 cleaning up in-house rather than out in the public so March of last year we  
38 only did 23 in-house shelter, meaning animals that are currently living at  
39 the shelter. These two have kind of switched places for this time. We're  
40 doing, well, adoptive surgeries we're doing fewer but that's also because  
41 as we do more in-house they're able to leave as full adoptions rather than  
42 the foster to adopt and then have to come back and get fixed later.

43 Preliminary April numbers, exciting numbers: Euthanasia rate was  
44 down to 7.3%, live release rate up over the 90% mark so that is a no-kill  
45 month for April.

46 And for the volunteers we'll have Dominique come on up.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45

Clark: Good morning Chairperson Gandara and the rest of the Board. Nice to see you this morning. So volunteers, pictures are always my favorite part. So this was at Pitre KIA. Again we are there every first Saturday of the month and Pitre KIA of Las Cruces sponsors all of our adoptions. And so we take the big ASCMV van and we're able to take about 20 to 25 dogs every time. So that's why you see so many cages and so many animals. Usually, we've been at about between 10 to 14 adoptions every time we go. Here up in the top left-hand corner we have, it's a general view but we have Joan, she's kind of pointing and in that moment she was training a new volunteer, so that's why she looks very authoritative in that picture. Below that picture is Miss Serena and she's actually holding one of her fosters that she took to the event to be adopted, and that's Miss Debbie Cruzan. Again, they've always got dogs on their laps. They're supposed to walk them. On the right-hand bottom, that is Miss Starr Schneider. She is one of our long-term fosters and volunteers, and usually, she's awesome. She usually has about five to six fosters on her property. And on the top right-hand, again a general view. We have Miss Sara Pawley and her daughter Kathleen. This is still Pitre. We've got Amy Ewing up at the top left-hand corner. That was a litter of about eight puppies that they actually all got adopted that day, and then another general view in the bottom middle. Miss Susan and Serena up at the top right-hand corner, again holding the dogs.

This is a misprint. This is supposed to be April, so just please excuse the March labeling for volunteer hours. Those are April volunteer hours. That will be fixed. 565 hours. Total volunteers, our count right now is 244. And again, please keep in mind that that number is how many volunteers we do have in an active role, but for example if the person is a student, they're not going to be active every single weekend, right. But they are active generally on a consistent basis. If someone moves then they are removed from this number and it doesn't just keep adding up. So it is an accurate representation of our volunteers. Various responsibilities like the cats and laundry, there are 44 hours. For dog enrichment, 48. Adoptions are always our biggest number of hours and for Farmers' and Petco it was 117. Other offsite events was 182. We were at of course Pitre KIA, Cracker Barrel, PetSmart. This was our first month at PetSmart on Lohman. We were also at Wal-Mart again, Harley-Davidson. We were also at Lorenzo's Italian for the first time this month so that was exciting. We're branching out for sure. More hours dedicated to the Pet's Barn and Petco cat care teams where we have our catteries onsite and volunteers go on a consistent basis Monday through Sunday to care for the cats there, 75 hours; county cats 40 hours; photography teams 46. The dog-walking course, Ms. Claren Wilson from Cloud K-9 Dog Training Services comes and does our orientation so then that way new volunteers coming in are properly trained to handle shelter dogs and how they're kenneled,

1 and disease control, and all of that. So that's what that's dedicated to, and  
2 that was eight hours, and grooming was five.

3 This was, and I'm sure you'll probably see more pictures of this, this  
4 was the Tails to Freedom Flight through Dog Is My CoPilot and this was  
5 on April 10th. This is the project that Ms. Kelly Barker coordinates and  
6 some of our animals and our volunteers went to this event. This was at  
7 2:00 in the morning they started loading up for this, so these are some  
8 pictures. This is the plane on the top left-hand corner and you can see the  
9 crates outside. I got there a little late to the party. I got there at 4:00 a.m.  
10 and they were already done loading, so you can see they were already  
11 done getting the dogs off of the truck, excuse me, and then they started  
12 loading the plane at about 5:30 I believe. And then this is a group picture  
13 on the top right-hand corner of all ASCMV volunteers that showed up to  
14 the load-up. And then you have some more pictures.

15 We also have offsite adoption events that were not pictured, again  
16 just because we can't show you all of them. I wish I could with a little  
17 scrapbook and take you through them, but you know time is precious so  
18 we do have Wal-Mart, PetSmart, Cracker Barrel, Lorenzo's Italian, and  
19 Harley-Davidson that were not pictured.

20 And then for fosters: We currently have 24 families with 46 animals  
21 and for our surrender to foster program we have currently five families with  
22 seven animals.

23 And these are some more of our beautiful May mamas, May pups.

24 And Melissa J. Koko Photography do an awesome job in donating  
25 their time and their home to taking these pictures. I've been there  
26 personally myself, and it's a great process to see.

27 Okay. And I'll hand it back over to Paul. Thank you very much.

28  
29 Gandara: Thank you Dominique.

30  
31 Richardson: Real quick, I wanted to mention a couple things kind of related to the  
32 volunteers. Because of the Giardia issue, we are going to see a slight dip  
33 in some of our volunteer activity. The big issue with Giardia is it's less  
34 likely to kill the dogs, it's not such a severe disease like parvo or distemper  
35 that can really hurt them. The big issue is it's zoonotic, meaning people  
36 can pick it up and that's the reason why when you have the numbers that  
37 we had that came up positive, that the State Health got involved and  
38 recommended that we cease adoptions. That's because people can pick  
39 it up. And because of that we also put a halt on some volunteer, the dog  
40 enrichment, we don't have volunteers coming in during this period to help  
41 take the dogs out for a walk, and also the offsite adoption events stopped,  
42 and so we don't have that volunteer, so those numbers are going to be a  
43 little lower than normal. So I just wanted to mention that.

44  
45 Dollahon: Madam Chair. May I ask a question?  
46

1 Gandara: Yes Mr. Dollahon.

2

3 Dollahon: Paul. Because of the treatment program, have we restarted adoptions?

4

5 Richardson: I believe that ends on the 18th or 19th?

6

7 Dollahon: Okay.

8

9 Richardson: There was a certain set period that we halted it while, until we get the test  
10 results back to show that it's been cleared out.

11

12 Dollahon: Okay.

13

14 **E. Educational Initiatives - Spay/Neuter Initiatives - Paul Richardson**

15

16 Richardson: Community outreach for April: A grand total of 2,625. Through the  
17 adoption office we had 1,380 visitors. Through the intake and reclaim we  
18 had 1,245 visitors. We also were featured on 101 Gold, Magic 105, Zia  
19 Country 99.5. We continued promotions through Wilson Binkley  
20 advertising campaign, Dog'Cruces magazine, American Classifieds, the  
21 Dona Ana County Humane Society Senior Program had five dogs and one  
22 cat adopted. Spay and neuter initiatives: We had 168 animals in the  
23 foster to adopt program. For public surgeries, affordable surgeries, we did  
24 215. We had 27 no-shows or cancellations. Total surgeries for April, we  
25 had 406. And some more pretty pictures. Any questions?

26

27 Gandara: Any questions? I see none. Thank you Paul, very much.

28

29 **F. Committee Reports**

30

31 **1. Finance - David Dollahon, Committee Chair**

32

33 Gandara: On to committee reports, Finance, Mr. Dollahon.

34

35 Saffell: Good morning Madam Chair, Members of the Board. My name is Josh  
36 Saffell and on behalf of the Finance Department of the City of Las Cruces  
37 I'd like to present the unaudited financials as of April 2018.

38

39 So here we see balance sheet information. This can be found on  
40 page 1 of your financial statements packet, the Statement of Net Position.  
41 So here we show the General Fund is showing about \$361,000 in cash.  
42 There are zero receivables for this month and the total liabilities in the  
43 General Fund are at about \$80,000.

43

44 In operations, this is going to be in your packet, page 2, the  
45 Statement of Revenues, Expenditures, and Changes in Fund Balance.  
We're showing approximately \$1.8 million in revenue and approximately

1 \$2 million in expenditures, so this gave us a net loss for the month of  
2 \$185,000.  
3  
4 Williams: Madam Chair.  
5  
6 Gandara: Yes Mr. Williams.  
7  
8 Williams: Josh, would you go back one? I'm seeing that the City's contribution is in  
9 there but I'm not seeing that the County's is in there. Did you not receive  
10 a contribution from the County?  
11  
12 Saffell: The billing sometimes is a little behind so it doesn't always register the  
13 revenue until we do the billing, so you may not have been billed. It's not  
14 that you didn't pay, it's that the billing didn't go through.  
15  
16 Williams: Okay. Thank you.  
17  
18 Saffell: No problem. So here we see our actual revenues of \$1.8 million are  
19 mainly due to Dona Ana and City contributions as per the Joint Powers  
20 Agreement.  
21 In the Expenditures Comparison, we see that the only category that  
22 is significantly higher than our budget target, the budget target for April is  
23 83.3%, the only one that's really higher than that is the Repairs and  
24 Maintenance which is at 91.5%. I was told this is due to several  
25 expenditures actually need to be moved. They were classified incorrectly  
26 into that one, and so these reclasses should be done in May so we'll see  
27 some changes in May that should address that issue.  
28 In our Capital Projects Fund, we show cash of \$532,000 and a  
29 receivable of \$32,000. This receivable is due to a DFA grant that we  
30 have. We finally got that billing out and submitted, so we should hopefully  
31 see that money coming in soon.  
32 And that will conclude the April financial report. Are there any  
33 questions?  
34  
35 Gandara: Thank you Josh. Any questions? I see none. Thank you.  
36  
37 Dollahon: Madam Chair, Members of the Board. David Dollahon. I'm the Finance  
38 Committee Chair. Getting back to your point Jess, or your question, when  
39 we reviewed the financials in detail, Dona Ana County was up to date on  
40 their billings. So we're fine and you can see that in this chart. So we were  
41 good through the month of April. You'll notice generally we're a month  
42 behind schedule. This month we're right on schedule because the timing  
43 worked and I will let Board Member Garrett know. We got off-schedule for  
44 some reason. We got from the third Tuesday to the second. We're  
45 moving them back to the third to accommodate your schedule. My  
46 apologies, how that happened I don't know. So next month we will be

1 behind, will be after this meeting, it would be next week accordingly. We  
2 did have a very quick discussion at this meeting this week, a very few  
3 minor items, the previous budget adjustment. Clint reported that all of  
4 those transfers and adjustments have been made and they're on schedule  
5 to meet budget by the end of the year based on that adjustment. So we  
6 talked about that. Our City's Purchasing Department has worked with  
7 Steve to get our medicines on contract through a purchase order and at  
8 the end of the meeting I charged Steve and I met with our Purchasing staff  
9 to get on dog food purchases. I thought that had been previously  
10 addressed to get them onto a purchase order where we had just-in-time  
11 delivery. I found out that that had not occurred so I've walked Steve over  
12 to our Purchasing Director's Office to work on correcting that. So we're  
13 hoping that through purchasing through a purchase order contract that we  
14 should be able to improve our ability and some savings on both staff time  
15 and the actual expense by buying food in bulk. And that's going to require  
16 some work on Steve's part with the other staff. We have to be careful  
17 because they can only hold so much food at a time because as you all are  
18 aware, storage is at a premium at the shelter. But we will figure that out  
19 with our Purchasing Office. So other than that, nothing else to report from  
20 the Finance Committee.

21  
22 Gandara: Thank you Mr. Dollahon. Any questions? Okay. Seeing none.

## 23 24 **2. Executive - Jess Williams, Committee Chair**

25  
26 Gandara: Next is our Executive Committee report. We met this week, yesterday to  
27 be exact, discussed agenda items, we discussed the Giardia update.  
28 Bernice, thank you for being here and giving us that update. We also  
29 spoke to some concerns as it related to microchipping, Zero in Seven, and  
30 spay and neuter programming from an e-mail from Mr. Emile Bourdet.  
31 And so some of the discussion centered around working with Clint to get a  
32 cost analysis of the fees, the \$20 fees and considering or reconsidering  
33 changing that fee. I understand that that fee consisted of sort of things  
34 like incidentals in terms of the center, registering all those animals that  
35 had spay and neuter and from the various advocacy groups that do do  
36 those procedures, to include veterinarians, and I think a lot of that has  
37 decreased. And so we will look at decreasing that fee given whatever the  
38 cost analysis tells us. The other part is Clint was hoping to wait till the  
39 budget was approved to really reconsider some of those things. Some of  
40 the other concerns were about doing weekend and offsite surgeries and  
41 such, and that's something that is very costly but there is some  
42 consideration in that, again having to wait to see what the budget gives us.  
43 If you remember in our work session, those of you that participated, we're  
44 looking at an additional vet tech, veterinarian, I think we contract with four  
45 vets at this point and so there's a lot of moving parts in order to increase  
46 those spay and neuters and the microchipping, and especially around

1 having the room at the center to do that. So lots to consider and I know  
2 that Clint will do that. We've directed Bernice to ensure that those  
3 analyses take place. As far as other things, I think I've covered  
4 everything. Bernice. And, oh yes, and we also spoke to a midyear  
5 evaluation of Clint and we will be putting that on the agenda for next  
6 month. Board Member Garrett.

7  
8 Garrett: Thank you Madam Chair. I just am curious whether there was any  
9 discussion about coordination with City and the County about the  
10 proposed increase in their contributions and if so what the outcome of that  
11 was.

12  
13 Gandara: We did direct Clint to start communications with staff and administrators  
14 with Mr. Dollahon's assistance. I know that I've sent information to update  
15 our new member, Board Member Gonzalez. But it says, like Mr. Dollahon  
16 has some additional information.

17  
18 Dollahon: Mr. Chairman, Board Member Garrett, Members of the Board. The City's  
19 budget has reflected based on the City Manager's proposal, the increase  
20 of \$1.25 million. I've discussed with Mr. Vince Pokluda, the Assistant  
21 County Manager on that request. That happened after our last meeting  
22 when you approved the budget and I'd started some preliminary  
23 discussions based on our work session before that meeting. I had a  
24 discussion in e-mail with him yesterday. He was asking me on the status  
25 of where the City's position was on their contribution, and I confirmed with  
26 him that the City has committed our one-half of the increase to the \$1.25  
27 million. I didn't hear back from him. I am making an assumption that he  
28 got the information he needed, but that's where it was left yesterday. So  
29 the County staff is well aware of the requested increase as part of the  
30 budget process.

31  
32 Garrett: Madam Chair. Could I just interject a little bit more information on this?

33  
34 Gandara: Sure.

35  
36 Garrett: The preliminary budget that the Commission saw on Tuesday was at the  
37 current level but recognized that there was a request for an increase of  
38 \$347,000, something like that, \$348,000. We are having a special  
39 meeting on this coming Tuesday to look at the budget again, because that  
40 was the first time we'd actually seen it as a Commission, and we did  
41 request that there be a presentation regarding the need for the additional  
42 funding at that time. So it's an opportunity to continue that discussion.  
43 Thank you.

44  
45 Gandara: Thank you Board Member Garrett. Board Member Smith.

46

1 Smith: Thank you Madam Chair. And related to that, we also, our Mayor's  
2 working on setting up a joint meeting with the County Commission to  
3 discuss the possible transfer of the Animal Services Center to the City and  
4 that might impact what we're asking or how we're doing that distribution or  
5 that request for the annual fees. So that could be very much related to  
6 that. So look forward to that meeting. Thank you. Thank you Madam  
7 Chair.

8  
9 Gandara: Thank you Board Member Smith. Any other questions/concerns? Okay.

10  
11 **3. Facilities - Greg Smith, Committee Chair**

12  
13 Gandara: On to our facilities report. Board Member Smith.

14  
15 Smith: Thank you Madam Chair. And I was apologizing to Board Member  
16 Gonzalez, we're going to get him integrated better into the Facilities  
17 Committee things but we did sort of an impromptu thing yesterday.  
18 Basically the bidding for the project was advertised last Friday, May 4th.  
19 The prebid conference will be tomorrow, May 11th and the bid opening is  
20 scheduled for 2:00 p.m. on Wednesday, May 23rd. Depending on the bid  
21 results, the contractor might be on board the first week of June this year  
22 and they're expecting a complete set of the, or they were doing a complete  
23 set of bid documents to Clint on Monday. So basically that's moving  
24 forward. We should be in good shape with that. We're getting this part of  
25 it done. They did have to make some adjustments because of the budget.  
26 The bids that we got the first go-round were too high and so basically  
27 Tomas Mendez, our City Architect, and Clint Thacker, our new Executive  
28 Director for the Animal Services Center, were able to do some cost  
29 reductions through combining the break room and the conference room  
30 into one room and doing some other shifts that didn't actually impact a lot  
31 of the other functional aspects of the building. Thank you.

32  
33 Gandara: Thank you Board Member Smith. Board Member Dollahon.

34  
35 Dollahon: Mr. Chairman, Members of the Board. I'll add one thing because I involve  
36 myself in the procurement because this has a financial impact to the  
37 ASCMV. Everything that Board Member Smith said is correct. We will  
38 hopefully have a contract to you at your June meeting. It is a timing issue  
39 based on when the bids close and when our Board meeting actually  
40 occurs on the second Thursday of the month. We might just make it to  
41 have it to you at your June meeting to award the construction contract.  
42 The scope changed; our first bidding that came in in February was about  
43 \$400,000 over budget, but also we changed the bidding for this price with  
44 minor changes but we're doing it and added alternates. So we still  
45 potentially could get the full project done depending, and we're hoping we  
46 will get more bids this time. It was a matter, when the previous job was



1 bid, there was a lot of business out there and the contractors were really  
2 busy, and the one contractor who did bid that time, the City had never had  
3 construction work with them before on a building of this nature. So  
4 between the price and that concern, it was well worth us rebidding the  
5 project. We're hoping that we can get some of our standard usual bidders  
6 to bid on it this time. The work market has changed slightly so they might  
7 be a little more hungry. So that's what we're hoping for this time. But our  
8 intent is to try to get to you to the June meeting to award the contract.  
9

10 Gandara: Thank you Mr. Dollahon. Much appreciated. Any questions/concerns of  
11 the Board? Okay I see none.  
12

13 **G. Zero in 7 Update**  
14

15 Gandara: We are at our Zero in Seven update. Good morning Ms. Gilbert. Nice to  
16 see you.  
17

18 Gilbert: Good morning. I'm Jean Gilbert, Secretary, Coalition for Pets and People  
19 and Board Member, Humane Society of Southern New Mexico and this is  
20 our May community animal welfare report. And here's our mission  
21 statement which was adopted March 2017. And here's a listing of the  
22 animal organizations and all are represented in slides with the exception  
23 of fCaMP and I don't know the status there other than I do know that  
24 Michelle Corella is looking for a replacement to lead fCaMP, which is the  
25 Feral Cat Management Program which is on NMSU campus.

26 And here's a listing of upcoming events with the SNAP gala coming  
27 up next week for their 20th anniversary, and that'll be in a slide.

28 And I meant to say that our next Coalition meeting will be May 30th.  
29 We've changed locations, I think I mentioned, because of a conflict in  
30 schedule with the Chairperson. So this will be our first time to meet at the  
31 community room at the Mountain View Market. And last month in lieu of a  
32 regular meeting we had a social at Andele's Doghouse and this is a listing  
33 of the people who were in attendance. It was a very good, very fun social  
34 and we had an opportunity to meet Dr. Susan at the social.

35 Here's the slide for Cherished K-9 and I do have an update on this  
36 dog, the dog that was found abandoned under a trailer, that the dog,  
37 Cherished K-9 has found has hookworm and has pneumonia. Four of the  
38 puppies died. I don't think you're able to see all of the puppies, but there  
39 are some black puppies under there, four are under her. Four of them  
40 have died and they're hoping to get the puppies weaned soon so that the  
41 mother can have more medication so that she'll gain her strength. And  
42 then the dogs on the right, the Chihuahua there was one that was adopted  
43 by Cherished K-9 and this dog was abandoned in the desert and found its  
44 way to people living in Organ, and from there Cherished K-9 was able to  
45 find a foster, and it was a while for this dog to find a home, but that was  
46 her Easter gift.

1           And these two pictures on this slide are some of the humane  
2 education work that I've done with HSSNM and of course you can see our  
3 stats in the corner. There's handsome Mr. Z, a Newfoundland who went  
4 to the Boys and Girls Club, and that was one of our monthly Critter  
5 Connection sessions. And then Tessa on the right belongs to Debbie  
6 Hands and we hold Critter Connection monthly at the Haciendas at Grace  
7 Village. And many of our other humane education sessions are in public  
8 schools. And here's a picture of Frank Bryce, HSSNM President. He here  
9 is doing an education program on respect for desert wildlife and safety  
10 around snakes for Hermosa Heights Elementary children, and they rotated  
11 at stations at one of the parks here with about 100 children in all that were  
12 involved.

13           And 2 Hearts 4 Paws, Walter's Lunchbox donated a portion of their  
14 proceeds this past month to 2 Hearts 4 Paws and they have 39 dogs in  
15 their care presently and they hold adoptions the first Saturday of the  
16 month. And like many of us, we all need fosters and volunteers and  
17 donations as well. And that is a picture of Walter right there, the Great  
18 Dane Walter.

19           And SNAP, as mentioned earlier in the listing of events, will be  
20 holding a gala a week from today, and that will be at the Convention  
21 Center. And they've been involved in this work 20 years, as noted by their  
22 anniversary. And they estimate that approximately 100,000 animals have  
23 been helped, the prevention of that many animals through their work.

24           Big Kitty Fix held a clinic in April which resulted in 23 spays and  
25 neuters and they're holding another one this month, and that one is  
26 already booked. They are participating in the PetSmart Charities grant  
27 and so a lot of the pets of the clients that they schedule are from some of  
28 the targeted zip code areas.

29           Cat's Meow reports that they adopted about six cats this spring  
30 which is a very awesome number when you consider that they do  
31 specialize in older cats, and that included Simba, a 13-year-old cat and it  
32 included some long-term residents as well. Peanut is one who came  
33 through an eviction case by Animal Control and went to the shelter with  
34 four other cats, and then those three were pulled by Cat's Meow, and now  
35 three years later, Peanut, the last of that group has been adopted. So  
36 they've all been placed in homes. And Cat's Meow has held their Bellisimi  
37 Gattini lasagna fundraiser. They held one last year and they're planning to  
38 hold one this summer.

39           And Mothers of May, and I know already that Bernice and  
40 Dominique and Paul have mentioned this but here are a couple of the  
41 featured dogs and of course Tails is the coordinator, the organization that  
42 leads it. And these are two that it's noted that their mothering days are  
43 over. And I think it's estimated that around the 20th or so hopefully the  
44 adoptions will resume after the Giardia situation is cleared up.

45           And this is a situation where you can see that making connections  
46 with all the different groups, how important that is, and it started with

1 HSSNM getting a phone call to our pet helpline, and then Frank referred  
2 the woman, a very distraught pet owner because her child was making  
3 noises, sounds that were alarming to the dog and they felt there was a  
4 potential for issues with compatibility. So the woman was looking for  
5 some kind of a solution. She was referred to Tails and Tails was able to  
6 get the dog on the transport the very next day to go to Colorado Puppy  
7 Rescue. And happily, the dog has already been adopted just five days  
8 afterwards and he's going to become part of a Canine Blue Team. And  
9 here's more on Tails, that in addition to their volunteer work for the animal  
10 shelter, they also have their own fosters and their own foster and adoption  
11 program which you can see there for featured dogs on the left-hand side  
12 there. Hope is a dog who was rescued and went to the emergency clinic.  
13 The dog was found abandoned in a parking lot, went to the emergency  
14 clinic and was treated there, and is with a foster with Tails and Kelly  
15 reports that Hope will be spayed on the 14th of May at the ASCMV and  
16 then from there she goes to a rescue in Santa Fe.

17 And the stats for ACTion Program for Animals, you see in the  
18 bottom corner there, and one very busy day, like a snapshot of one very  
19 busy day for APA, and they took in 25 cats/kittens on that day, April 28th,  
20 and so that makes a total of 50 that they took from the ASCMV feline  
21 hoarding case that the animal shelter had to somehow assimilate over 120  
22 cats. Opal on the right is a PAWS prison program grad and that was  
23 another success that day of her getting adopted and then a two-week  
24 sleepover that a family adopted a cat, Jasper. And it looks like the PAWS  
25 program has been extremely successful because looks like these two  
26 dogs are already lined up even before they graduate from the program.  
27 So that's pretty awesome. And APA as we know had to stop their pet food  
28 bank for a while because the demand was exceeding what they had in  
29 food for the animals. And so it seems like our whole community has really  
30 rallied to their support and these are four different organizations/  
31 businesses that have donated food, and of course the Boys and Girls Club  
32 in addition, I was talking to Megan the other day and in addition, she's the  
33 woman pictured there, was talking to her because I work with her at the  
34 Club, and I told her how great it was seeing that the kids had donated.  
35 And not only did they do that but they volunteered time with the animals as  
36 well. And of course we know Borman's been doing a match, so pound-for-  
37 pound match and I think they're into their second month doing this. And  
38 then the Dona Ana County Detention Center donated a lot of food and so  
39 did Andele's Doghouse.

40 And this is Broken Promises' report and you can see in the upper  
41 left their stats. They have had to take a hiatus on TNR because they've  
42 moved and been getting set up in their sanctuary. But Joe was telling me  
43 that they hope to get started back up now in June.

44 And here are some, and APA also took in some animals, some cats  
45 from the hoarding case that the shelter had to address.

1 Safe Haven, there's one of their adoptions there on the left and also  
2 on the right, and I met Doug for the first time yesterday over at the Safe  
3 Haven store. And Dough is the gentleman in the blue shirt that it says  
4 SHAS. I don't know how visible that is to everybody but he's the guy on  
5 the far right, and he is the Assistant Sanctuary Manager and his job is  
6 divided between the sanctuary and the store. And when I saw him  
7 yesterday, he had a couple of their animals that were up for adoption there  
8 in the store. So it was very nice to meet him.

9 And maybe you've heard that Cruizer is going to be Bruiser in an  
10 upcoming play at the Community Theater, and this dog has, how do I want  
11 to put it, the distinction of not only having previously done a "stint" as Safe  
12 Haven says, at the animal shelter but is now a Safe Haven dog. And then  
13 of course he'll star in this play "Legally Blonde" and then he will be  
14 adopted after that. And Safe Haven got new identification panels for their  
15 truck and so that's why their website address and their phone number I  
16 didn't put on the previous slide because it's here on the truck.

17 Okay. And then the report from Jamie Jones with Forever Homes  
18 Animal Rescue, in the upper left is a black Lab that, and both dogs are  
19 recent pulls from the animal shelter last month and the Labrador went to a  
20 Labrador rescue in Arizona. And for 2017 they reported that they  
21 transported over 1,300 dogs. So they do a lot of great work.

22 And Dona Ana County Humane Society. I think most of you know  
23 they have the ARF fund which has helped a lot of animals. ARF stands  
24 for Animal Relief Fund and the cat on the left was helped through the ARF  
25 fund, having been attacked by a dog but was fortunately a survivor. And  
26 the upcoming theme for Yappy Hour is going to be Star Wars so there's a  
27 couple of dogs in the Star Wars theme mode. And is Toby going to go?  
28 And that event will be held at St. Clair's.

29 And the Las Cruces Pet Network advocates for animals in need  
30 through a variety of ways, e-mail distribution and Facebook. Lila and Lola  
31 were missing for over a month and they were advertised and promoted  
32 through the Network. And so was this found poodle who is a foster now  
33 with HSSNM. I think that's the end. Yes it is. Any questions or  
34 comments?

35  
36 Gandara: Any questions? Board Member Gonzalez.

37  
38 Gonzalez: Thank you. I see that you talked about adopting agencies besides the  
39 animal shelter. So we have how many other adoption agencies in the?

40  
41 Gilbert: Well, Bernice how would I get to the front really fast? Well I think what we  
42 can do is just quickly count them because not all are going to be adoption.  
43 Yes, there we go. Okay. So 2 Hearts 4 Paws yes, APA yes, and APA  
44 rescues out of the shelter. That is their mission. Broken Promises yes,  
45 mostly TNR but they do have a sanctuary now and they do take in cats,  
46 and obviously Cat's Meow Adoption Center does, Cherished K-9 yes,

1 Dona Ana County Humane Society, their mission is largely the ARF fund  
2 and what else, Jess?  
3  
4 Williams: They also do the Senior Program.  
5  
6 Gilbert: Yes.  
7  
8 Williams: So that they provide vouchers so that seniors can adopt from the shelter  
9 at discounted rates.  
10  
11 Gilbert: And fCaMP is a feral cat population on campus so that would be a no. I  
12 mean, they personally, some of them do rescue themselves as individuals.  
13 HSSNM, yes, it isn't a main part of our program but it is one of our  
14 programs, foster and adopt. Las Cruces Pet Network no, New Mexico  
15 Forever Homes is going to be largely transport but they probably do take  
16 some animals in for adoption and obviously for foster. Safe Haven yes.  
17 Spay/Neuter no because that is their mission, spay/neuter. And Uncaged  
18 Paws yes. So how many yeses did I say?  
19  
20 Gandara: I want to say ten.  
21  
22 Gilbert: Ten, something like that?  
23  
24 Gandara: Yes.  
25  
26 Gonzalez: Thank you.  
27  
28 Gilbert: Thank you. It's a good question.  
29  
30 Gonzalez: If a person wants to adopt a dog or a cat, do they come with updated, with  
31 their shots or if they adopt an animal, they themselves have to make that  
32 initiative to update their shot?  
33  
34 Gilbert: All of the organizations who have animals up for adoption, they're all going  
35 to be fully vetted before they're adopted, yes.  
36  
37 Gonzalez: They're fully vaccinated, okay. Okay. Thank you.  
38  
39 Gilbert: Thank you.  
40  
41 Gandara: You're welcome Board Member Gonzalez. Thank you Ms. Gilbert.  
42  
43 **VI. Public Input**  
44  
45 Gandara: Okay. Next on our agenda is public input. I will give three minutes.  
46 Starting on this side, who, okay. Please come on down.

1  
2 Barker: Good morning. Kelly Barker, Tails from the Shelter, Uncaged Paws. To  
3 deal with the Giardia outbreak and the 120 cats that came in unscheduled  
4 to the shelter, I put together an emergency flight. We're going on May  
5 24th. This time it will be cats and dogs and the cats are going to a new  
6 rescue for us, Spokane, Washington called SpokAnimal. We don't know  
7 how many cats but obviously we'll get as many as we can between APA,  
8 Broken Promises, and pulling straight out of the shelter. We'll probably  
9 take up to 50, 60 dogs and then two weeks later, June 12th, we'll do the  
10 next scheduled flight. So on this, like always, we're begging for crates.  
11 We have 180 crates in circulation right now between all of our rescue  
12 receivers and this is that crate karma I talked about, that we know we  
13 have to send out a lot of crates and then they'll start coming back to us.  
14 So on this flight in, Peter Rork will bring us crates which won't be enough  
15 for this flight but will be our inventory for June 12th. So PetSmart is again  
16 giving us great pricing, literally at wholesale, to get our crates for the flight.  
17 So we're doing that.

18 Everyone's talked about the Mothers of May program. That's a  
19 launch of a brand-new brand called Last Litter. The reason I did May this  
20 way is obviously I do a lot of transport through the shelter, through the  
21 flights, through these sort of things. It's just truly unimaginable how many  
22 animals we are really sending out of here, and that it's never-ending. Paul  
23 and I just did the transfer yesterday morning of loading 38 puppies. Some  
24 of them were from the community, some from the shelter, and we've just  
25 got to stop this. And the shelter is at the mercy of the community, just  
26 dropping puppies in the door, and what we're trying to do right now is the  
27 shelter can't take on Last Litter program themselves because it's just a lot  
28 of community involvement. So here's how we're going to do it. They'll  
29 have information where obviously if someone tries to drop a litter of  
30 puppies they'll be asked to contact Tails from the Shelter. Tails will work  
31 with the resident/owner saying, "Keep your puppies here until they're  
32 seven, eight weeks old." Then we will also be encouraging them to keep  
33 their mother. We will take the mother of course if the time comes and they  
34 don't want the mother. But our goal will be to encourage them to keep  
35 them there and Frank Bryce, HSSNM and his organization will be paying  
36 for the spay for the mother, microchipping, and vaccination. So this will be  
37 a real rescue again circle like everything else that we try to do, where  
38 everybody's holding hands and trying to get this done. And therefore Last  
39 Litter will become an active program that we're trying to embrace, get the  
40 community to embrace not just dropping your puppies in the shelter.

41  
42 Gandara: Thank you Ms. Barker.

43  
44 Barker: Okay.

45  
46 Gandara: How many crates do you need?

1  
2 Barker: Sixty.  
3  
4 Gandara: Sixty?  
5  
6 Barker: Every time we fly we need 60 crates. This time we will need intermediate  
7 and medium-sized crates.  
8  
9 Gandara: Okay.  
10  
11 Barker: And thanks to Mr. Dollahon last time, as I said, PetSmart gave us  
12 wholesale pricing.  
13  
14 Gandara: Thank you.  
15  
16 Barker: So we'll put that out soon and hopefully we'll get our crates.  
17  
18 Gandara: Thank you Ms. Barker.  
19  
20 Barker: Okay. Thank you.  
21  
22 Garrett: Madam Chair.  
23  
24 Gandara: Yes Board Member Garrett.  
25  
26 Garrett: Just a follow-up question. Is there a way to support this by just making a  
27 donation or do you actually have to go buy the crate.  
28  
29 Barker: No. You can make a donation. We'll be posting it out on the, we call this  
30 the Tails to Freedom Flight so everybody shares it. We'll be putting a  
31 donation link out where you can make a donation right there. If somebody  
32 is so inclined and wants to go to PetSmart directly, all the managers are  
33 aware of it. They will give you Uncaged Paws tax-free, so there's no sales  
34 tax on it, and of course given at the special pricing. You don't have to hold  
35 the crate. PetSmart holds the crate and we'll pick it up from there.  
36  
37 Gandara: Good. Thank you Ms. Barker.  
38  
39 Barker: Okay. Questions?  
40  
41 Gandara: Anything else? Okay.  
42  
43 Barker: Thank you.  
44  
45 Gandara: Thank you. Anybody else? Hello Mr. Bryce.  
46

1 Bryce: Frank Bryce, Humane Society of Southern New Mexico. First I want to  
2 welcome Dr. Baiz to the community and I know she's been here for a while  
3 but our organization has to commend her actions already with this Giardia.  
4 It's very impressive that she went in as early as she did, kind of took over  
5 the situation. I'm glad it's kind of being defined and clarified in the way  
6 that Paul did it this morning. I do have a couple of questions about it  
7 though. I called the Department of Epidemiology. They said they had no  
8 report from our organization, from our shelter about this, that it was not a  
9 human zoonosis with the dogs. That's debatable from what research I've  
10 done. So if we get a little more clarification on that, that would be a good  
11 thing. We're just not quite sure where we're at because I thought it was a  
12 zoonosis myself, but the Department of Epidemiology said it wasn't and  
13 they didn't have to have reports. So I'm not quite sure, just clarification  
14 from that. And this past weekend, we had an issue that involves the  
15 shelter. Mr. Thacker did send me a note, actually said, I've got a copy of it  
16 that he sent out, not to contact him again about this issue, but it really  
17 does involve the shelter. Because we've been operating under the policy  
18 that's provided by the shelter that says if you have an unidentified dog as  
19 a stray, after three days it's yours, and that's been pretty well ...  
20  
21 Gandara: Mr. Bryce.  
22  
23 Bryce: Yes ma'am.  
24  
25 Gandara: I'm going to ask you because of the legal ramifications to not discuss that  
26 here. We've been told that the parties have gone to an attorney and I'm  
27 not at liberty to discuss this openly with you on this. But I understand your  
28 concern and the City is on top of this, and I've also asked that we talk  
29 about it at our task force meeting.  
30  
31 Bryce: Well, I apologetically disagree with what you're saying but that's okay. It  
32 does need to be addressed and not to get into any litigation, the policy  
33 needs to be combined, rectified, clarified between the organizations.  
34 That's what I was going to get at.  
35  
36 Gandara: Okay.  
37  
38 Bryce: Thank you.  
39  
40 Gandara: Thank you. And in terms of the question as you indicated in terms of  
41 contacting the Department of Epidemiology, we did. We did contact and  
42 have a specific conversation about what we were seeing. It is State law  
43 that we must communicate with them and we did so, and they directed us.  
44  
45 Bryce: And I was told by the Department we didn't do a report and there wasn't  
46 any need to. So there's some discrepancy there that it's kind of the ...



1  
2 Gandara: Well I don't know what the Department, I know what, I guess the  
3 Department said that to you ...  
4  
5 Bryce: Yes ma'am.  
6  
7 Gandara: But I can tell you with all assurance ...  
8  
9 Bryce: No, no, no, I ...  
10  
11 Gandara: That we communicated with them.  
12  
13 Bryce: Yes, I understand that. And on top of that, if you go into the research,  
14 there's a question whether the veterinary sciences and human medical  
15 sciences even agree that it's contagious or not. There's a debate about it,  
16 so it's really kind of up in the air. But we're really pleased with the way Dr.  
17 Baiz took over and addressed that situation. That was it.  
18  
19 Gandara: Thank you. Hi Ms. Marilyn.  
20  
21 Zahler: I need a good phone number for you. Every time I use the one on the  
22 card, I never can get to you. So after the meeting, okay?  
23  
24 Gandara: Yes ma'am.  
25  
26 Zahler: Good morning. I'm Marilyn Zahler and former Vice President for the  
27 Humane Society Board, and I'm now a champion for animals and people.  
28 Okay. I'm going to try to make this short and sweet. Last month I did ask  
29 four questions and never got an answer. So I'm going to repeat the four  
30 questions and ask they be put on the agenda for next month so we can  
31 have discussion on it. Okay, and unfortunately Mr. Thacker isn't here, so  
32 there are some things I won't bring up because I want him here so he can  
33 reply to it. I think that's only fair. Question number one: Why are we  
34 having puppies born in the shelter? I believe the answer's because we  
35 have females with the males. Okay, I understand last month there were,  
36 30 puppies were born at the shelter but they were, thanks to our wonderful  
37 volunteer there, they were moved out of state with the mothers. Two:  
38 Why are four dogs in the kennel in the holding area and why are they  
39 being fed on the floor when there is four dogs in the kennel and you  
40 realize that if you know anything about dogs, the bigger dogs are going to  
41 grab all the food possible and the smaller dogs will end up without food  
42 and could starve, and some of them do. Why is there only one bed for  
43 four dogs? How sanitary is that? And that's in the holding area. I don't  
44 know if any of you visit that section but I advise you all to do that. There  
45 are other diseases that are around, and when dogs urinate or drop feces,  
46 even though it's cleaned up, there are still germs in the concrete. So

1 please, the animals should have bowls on that. And I really have a  
2 problem with four dogs in one cage on that, and why is there poor quality  
3 of dog and cat food? I did find out from Mr. Thacker that that was done  
4 with the previous Director to save money. So some of the dogs are really  
5 undernourished there. So anyhow, I think now that we have a full-time vet  
6 that the females should be sterilized as soon as possible and then neuter  
7 the males, of course. So I want to tell you that three of us went last week  
8 to El Paso to visit the two shelters there, and we were in awe how  
9 wonderful those two places were. Sure, I know El Paso has more money  
10 than we have, but I think it would pay for this Board to do a caravan, go  
11 visit, see what it's like there. Now, I understand ...

12  
13 Gandara: Thank you Ms. Marilyn. Your time is up.

14  
15 Zahler: Pardon? I didn't ...

16  
17 Gandara: Your time is up.

18  
19 Zahler: Oh. Okay. All right. So I'll say one more thing. Chipping, I know my time  
20 is up. But I hear that it's going to the task force, the board's looking at it.  
21 If you look at Mr. Thacker's contract, I believe he has the right to make  
22 those changes without asking board that. So please check. He should be  
23 down to \$10 like everybody else, okay. Give the man an opportunity to do  
24 his job from this board. And I know you're going to have a joint meeting.  
25 I'm not at liberty to tell you what I talked to Mr. Ed about, my  
26 recommendation for that and I don't want to embarrass the County  
27 Commissioners here ...

28  
29 Gandara: Thank you Ms. Marilyn.

30  
31 Zahler: I know. I know I got to leave. But understand that they're in big trouble  
32 with all their legal suits. So they may balk at turning everything over to the  
33 City. And I'll talk to Mr. ...

34  
35 Gandara: Thank you Ms. Marilyn.

36  
37 Zahler: Thank you.

38  
39 Gandara: Anybody else on this side? Yes. Come on down.

40  
41 Wilder: Good morning.

42  
43 Gandara: Good morning.

44  
45 Wilder: Anne Wilder, animal advocate. Before the public can even look at the  
46 dogs in general pop, we have to give our rental agreement, landlord's

1 phone number, and driver's license to the condescending desk clerk who  
2 appears to be bothered enormously by visitors. Even so, I always go first  
3 to our disease-ridden, hoarding shelter where some dogs are even being  
4 spitefully killed. No doubt the stats are altered accordingly. The public  
5 has never been told about the dogs in general pop. The desk clerk glared  
6 at me when I asked a visitor if he'd seen them. Their pictures are not even  
7 shown on Petango. Thousands of people come to our shelter every  
8 month and never see them. The public is only allowed to see about 200-  
9 plus dogs of which roughly 140 are adopted each month. Of the  
10 remaining 400 to 500-plus dogs in general pop, how many more dogs  
11 could be adopted each month if people knew they were there? And by the  
12 way, the first definition of "hoard" from my un-altered-to-suit-the-times  
13 Webster's Dictionary is "a hidden supply." A shelter executive took me  
14 through a feces-covered hallway and rooms. His staff was spreading it  
15 around under their feet. He was absently stepping in it. Reputable  
16 shelters provide disinfectant-filled wash buckets to sanitize shoes and  
17 floors. The staff's lack of hygiene, apparently allowed by the execs, I'm  
18 sure has contributed to the unnecessary spread of Giardia. Giardia is  
19 spread by contact with the feces of infected humans or animals, feces-  
20 contaminated water, and feces-covered food on shelter floors. According  
21 to the Infectious Disease Control Protocol: Giardia, kennels must be  
22 thoroughly cleaned, sanitized, and completely dried. Focus should be on  
23 reducing cyst load and controlling its spread rather than its elimination.  
24 And after looking at several reputable sites I found that there is  
25 controversial data about whether it is spread to humans or not, and I only  
26 mention the thing about Giardia because I would like to see that  
27 something like this or worse doesn't happen again. The shelter is in  
28 horrible straits, just horrible. I would suggest that you all in the board  
29 would go to the shelter unannounced often, unannounced to the shelter  
30 people or the shelter board ...

31  
32 Gandara: Thank you.

33  
34 Wilder: Unannounced to you guys ...

35  
36 Gandara: Thank you. Your time is up.

37  
38 Wilder: To each other. Go there and see for yourself and maybe if you guys go  
39 there ...

40  
41 Gandara: Ma'am.

42  
43 Wilder: Unannounced and often, this won't happen ever again.

44  
45 Gandara: Your time is up. Thank you.

46

1 Wilder: Because they won't want to show this to you.

2

3 Gandara: Does anybody else on this side need to speak? Okay. What about this  
4 side? Okay. That concludes our public comment. Thank you.

5

6 **VII. Chair and Board Comments**

7

8 Gandara: Chair and Board comments. Board Member Williams.

9

10 Williams: I would just like to say that I go up to the shelter at least once a month so I  
11 am up there. We've got, I'm very, I want to welcome Dr. Baiz onto the  
12 team. You're joining a good team and appreciate the work that you're  
13 doing, and of course I appreciate the work that Paul and Bernice and  
14 Dominique have done, and Steve, all of you, and the volunteers. It's  
15 amazing the work that you do. Gino, appreciate the work you're doing out  
16 in the field and especially getting the RTOs up. Appreciate that a lot.  
17 Thank you.

18

19 Gandara: Thank you Board Member Williams. Board Member Smith.

20

21 Smith: Thank you Madam Chair. And I want to say that any organization is going  
22 to have difficulty moving forward and changing, shifting gears. So I  
23 appreciate the passion and the enthusiasm on the part of the public who  
24 care about our animals so deeply, but I also want to say that with the  
25 changes that we have happening at the Animal Services Center and the  
26 things that we are seeing happen, I do think that scheduled visits are not,  
27 a lot of things are coming together and we do need to encourage that and  
28 we do need to keep our eyes open and look for what still needs to be  
29 worked on, but also we need to recognize the progress that is being made  
30 and to cheer that on as well. Thank you Madam Chair.

31

32 Gandara: Thank you Board Member Smith. Board Member Garrett.

33

34 Garrett: I just would say that we need to not forget the slide that we saw about the  
35 progress that's been made over the last almost decade in terms of both  
36 reducing the intake and then successfully seeing live release rates go up.  
37 I think it's very important that operation of the shelter is changed and is  
38 going to continue to change, and as we move through this process of  
39 increasing the live release rate, that the relationship with the community  
40 and all the individuals and groups that are helping with that is really  
41 important and needs to be both recognized and nurtured. And at the  
42 same time, there are definitely changes that need to be made as we save  
43 more animals.

44

45 I'm just going to make a pitch here for anyone who is interested in  
46 the shelter, to make sure that you're paying attention to what happens with  
the City and the County budgets. I'm here as a Board Member. I'm on

1 this Board because I'm a County Commissioner. I'm going to have to deal  
2 with the County budget when we get to that. But in this capacity I think it's  
3 very important to understand that some of the issues that have been  
4 pointed out, some of the things that we're trying to improve will require  
5 funding. And if you're really concerned about what's happening at the  
6 shelter and you want to see improvement, we've had a good overview of  
7 what needs to be done by our new Executive Director with a lot of input  
8 from staff. And I haven't heard from the community that they disagree with  
9 the fact that we need funding. So now it's about making sure that the  
10 support is there to get that funding in place that will require making some  
11 cuts in other places at the County budget if that is the way that this goes.  
12 But it's not, we're on the right track and I'm so impressed by the report  
13 from the Coalition summarizing all of the work that's being done. And it's  
14 like all the great stuff that's happening with volunteers, our new Medical  
15 Director and welcome, we're doing nothing but putting our foot in the right  
16 place to keep moving forward. We have got work to do. Everybody  
17 knows we've got work to do. But I do believe that we're on the right path  
18 and we just are going to continue to need support from the community in  
19 terms of making sure that the City and the County do their part and I  
20 appreciate the work that the City has done in terms of already getting that  
21 in your budget and I'm very hopeful that the County will figure out a way to  
22 do that as well. Thank you.

23  
24 Gandara: Thank you Board Member Garrett. Board Member Eakman.

25  
26 Eakman: Thank you Madam Chair. I really want to thank and recognize everybody  
27 sitting in this room, because everybody sitting in this room truly cares. I'm  
28 super impressed by the amount of rescues that have taken place and  
29 continue. But I was taken aback by Ms. Barker's comment that there  
30 might be a saturation point coming soon on rescues and we go back then  
31 to what we were talking about four or five months ago; 850 animals  
32 continue arriving at the shelter, 850 a month. And about 120 are adopted  
33 and currently 250 are being rescued. And what happens to the  
34 remainder? Our staff, you seem to be doing an excellent job attempting to  
35 cope with that population constantly, constantly, constantly coming in.  
36 And you've shown excellent progress. Perfection? Absolutely not. But  
37 working toward improving every month is something that I totally  
38 appreciate. Dr. Susan, welcome. You're part of the solution also. Staff,  
39 please don't give up hope that criticism comes in because of something  
40 you're not causing. The people who aren't in this room we haven't  
41 reached yet. Why, why, why do we have this paradigm in this community  
42 that you don't have to be responsible when you have a pet, the City and  
43 the County will take care of it? Why is that? And so thanks to everybody.  
44 We've got to keep on trying to cope and come up with solutions by  
45 working together. Thank you.

1 Gandara: Thank you Board Member Eakman. Board Member Gonzalez.

2  
3 Gonzalez: It's my first time here on this Board and I'm very appreciative of the  
4 overview that we had today. Then what Mr. Garrett mentioned about the  
5 budget coming on-board on next Tuesday, I'm for it completely in regard to  
6 that and hopefully we can find that money that we desperately need for  
7 our pets. And I was a bit concerned on what I saw today and what's  
8 happening, and I'm very concerned and I'll be really working in regard to  
9 all this, and I'll be on board, whatever it takes. Thank you.

10  
11 Gandara: Thank you Board Member Gonzalez. And as far as my input and  
12 comments, I'm very grateful, thankful for each and every one of you that  
13 are sitting here month after month, all the work that you do with the  
14 rescues. It doesn't go unnoticed and I very much appreciate you.  
15 Welcome Dr. Baiz to our center and the work that you'll be doing, looking  
16 forward to seeing really good things. One of the things that I notice is that  
17 we don't have an agenda item, or a running agenda item as far as the  
18 Animal Care Task Force that the City puts on once a month, and I think  
19 this is something, a lot of work, a lot of conversation is happening there, a  
20 lot of decisions in terms of maybe possibly changing ordinance are  
21 happening. So I would like to see that as a standing agenda item if that is  
22 okay with the rest of the Board. The other thing is I appreciated, last task  
23 force meeting Ms. Kelly Barker did a presentation on shelter in the box, I  
24 hope I got that correct, and it's an interesting concept and something that  
25 we really need to look into. There's been some dialogue about 501(c)(3)  
26 that the center can look to in terms of support and such, and that's  
27 something that we are certainly looking at. I'd also like to remind folks that  
28 we've changed the date to the task force meeting. It'll be on May 17th at  
29 3:00 so please mark your calendars, and all are welcome. And that's all I  
30 have to say.

31  
32 **VIII. Adjournment (10:35 AM)**

33  
34 Gandara: So can I get a motion to adjourn?

35  
36 Smith: So moved.

37  
38 Garrett: Second.

39  
40 Gandara: Thank you. All in favor just say "aye." All right.

41  
42 MOTION APPROVED UNANIMOUSLY.

43  
44 BOARD OF DIRECTORS

45  
46 

---

Kasandra Gandara, Chairman

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27

\_\_\_\_\_  
Jess C. Williams, Vice Chairperson

\_\_\_\_\_  
Jack Eakman, Board Member

\_\_\_\_\_  
Billy G. Garrett, Board Member

\_\_\_\_\_  
Ramon Gonzalez, Board Member

\_\_\_\_\_  
Gregory Z. Smith, Board Member

ATTEST:

\_\_\_\_\_  
Scott A. Krahling, County Clerk

## MEMORANDUM

**To:** Animal Service Center of the Mesilla Valley Board of Supervisors  
**From:** Maria Villa, Accounting Manager **Initials:** MW  
**Date:** June 12, 2018 **File #:**  
**F-18-175**  
**Subject:** Animal Service Center of the Mesilla Valley Financial Report  
Unaudited May 31, 2018.

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

- The Statement of Net Position (page 1) shows cash of \$250,383, and an Accounts receivable balance of \$1,750 in the General Fund.
- The outstanding payroll liabilities are \$75,642 for the General Fund. There is an outstanding accounts payable balance of \$7,992.
- The Capital Projects Fund shows cash of \$560,163. There is also an outstanding Grant receivable in the amount of \$3,840 from the DFA Mesilla Valley Animal Services Center Phase 1.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are \$1,984,210. YTD operating expenditures are at \$2,281,912, which results in a decrease in Net Fund Balance of \$297,702.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 3) indicates 89.1% of budgeted revenues and 92.2.4% of budgeted expenditures have been recognized. The current budget parameter for this month is 91.7%.

CC: Rosie Duran, CGFM. CGPM, Financial Services Director **Initials:**  
CC: Amador Espinosa, Financial Reporting Analyst AE



**Animal Service Center of the Mesilla Valley  
Statement of Net Position  
May 31, 2018 (Unaudited)**

	<u>Fund 7440 General Fund</u>	<u>Fund 7441 Capital Projects</u>	<u>Fund 9440 Capital Assets</u>	<u>Statement of Net Position</u>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & investments	\$ 250,383	\$ 560,163	\$ -	\$ 810,546
Accounts receivable	1,750	3,840	-	5,590
<b>Total Current Assets</b>	<u>252,133</u>	<u>564,003</u>	<u>-</u>	<u>816,136</u>
<b>Capital Assets</b>				
Equipment, net of accum depr	-	-	269,128	269,128
<b>Total Capital Assets</b>	<u>-</u>	<u>-</u>	<u>269,128</u>	<u>269,128</u>
<b>Total Assets</b>	<u>252,133</u>	<u>564,003</u>	<u>269,128</u>	<u>1,085,264</u>
<b>Deferred Outflows of Resources</b>				
Deferred Outflows of Resources	-	-	-	-
<b>Total Assets</b>	<u>\$ 252,133</u>	<u>\$ 564,003</u>	<u>\$ 269,128</u>	<u>\$ 1,085,264</u>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts payable	\$ 7,992	\$ -	\$ -	\$ 7,992
Accrued payroll liabilities	75,642	-	-	75,642
<b>Total Current Liabilities</b>	<u>83,634</u>	<u>-</u>	<u>-</u>	<u>83,634</u>
<b>Fund Balance</b>				
Required reserve	206,138	-	-	206,138
Unassigned	(37,639)	564,003	269,128	795,492
<b>Total Fund Balance</b>	<u>168,499</u>	<u>564,003</u>	<u>269,128</u>	<u>1,001,630</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 252,133</u>	<u>\$ 564,003</u>	<u>\$ 269,128</u>	<u>\$ 1,085,264</u>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
And Changes in Fund Balance  
For the Period Ended May 31, 2018 (Unaudited)**

	<b>General Fund 7440 Actual</b>	<b>Capital Projects 7441 Actual</b>	<b>Fixed Assets 9440 Actual</b>	<b>Total</b>
<b>Revenues</b>				
Pet licenses CLC	\$ 48,688	\$ -	\$ -	\$ 48,688
Pet licenses DAC	15,230			15,230
Vaccinations	19,670	-	-	19,670
Pet micro-chip	40,868	-	-	40,868
Onsite adoptions	38,435	-	-	38,435
Return to owner-Dona Ana County	10,201	-	-	10,201
Return to owner-City of Las Cruces	21,969	-	-	21,969
Spay/neuter	43,850	-	-	43,850
Dona Ana County	837,842	-	-	837,842
City of Las Cruces	837,842	-	-	837,842
City of Anthony	4,585	-	-	4,585
Donations & memorials	29,055	50,574	-	79,629
City of Sunland Park	600			600
Village of Hatch	175			175
Other revenue	16,757	52,683	-	69,440
Investment income	18,441	-	-	18,441
<b>Total revenues</b>	<u>1,984,210</u>	<u>103,257</u>	<u>-</u>	<u>2,087,465</u>
<b>Expenditures</b>				
Personnel	1,365,030	-	-	1,365,030
Temp agency services	143,851	-	-	143,851
Repairs and maintenance	31,196	-	-	31,196
Services	448,061	-	-	448,061
Supplies	204,309	-	-	204,309
Insurance	52,434	-	-	52,434
Other	37,031	-	-	37,031
Depreciation & amortization	-	-	34,509	34,509
Capital outlay	-	32,859	-	32,859
<b>Total expenditures</b>	<u>2,281,912</u>	<u>32,859</u>	<u>34,509</u>	<u>2,349,280</u>
Net Operating Income (Loss)	<u>(297,702)</u>	<u>70,398</u>	<u>(34,509)</u>	<u>(261,813)</u>
Transfers	(355,000)	355,000	-	-
Net Change in Fund Balance	<u>(652,702)</u>	<u>425,398</u>	<u>(34,509)</u>	<u>(261,813)</u>
Net Investment in Capital Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Beginning Fund Balance</b>	<u>821,201</u>	<u>138,605</u>	<u>303,637</u>	<u>1,263,443</u>
<b>Ending Fund Balance</b>	<u>\$ 168,499</u>	<u>\$ 564,003</u>	<u>\$ 269,128</u>	<u>\$ 1,001,630</u>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
And Changes in Fund Balance - Budget and Actual  
For the Period Ended May 31, 2018 - Fund 7440 (Unaudited)**

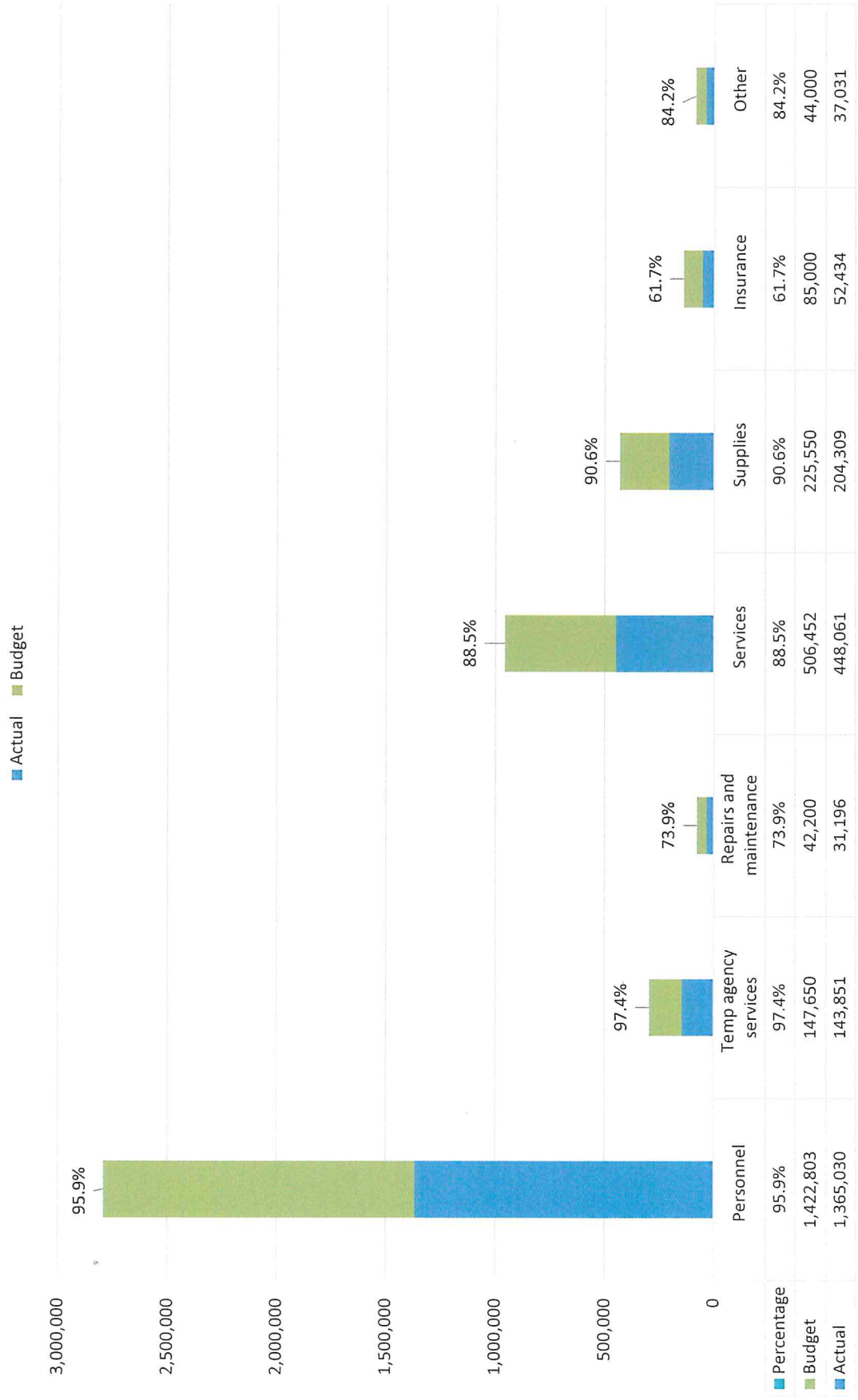
	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Revenues</b>			
Pet licenses CLC	\$ 50,000	\$ 48,688	97.4%
Pet licenses DAC	25,000	15,230	60.9%
Vaccinations	29,000	19,670	67.8%
Pet micro-chip	50,000	40,868	81.7%
Onsite adoptions	65,000	38,435	59.1%
Return to owner-Dona Ana County	13,000	10,201	78.5%
Return to owner-City of Las Cruces	30,000	21,969	73.2%
Spay/neuter	72,000	43,850	60.9%
Dona Ana County	901,787	837,842	92.9%
City of Las Cruces	901,787	837,842	92.9%
City of Anthony	7,000	4,585	65.5%
Donations & memorials	27,000	29,055	107.6%
Grant Revenue	-	-	0.0%
City of Sunland Park	6,000	600	10.0%
Village of Hatch	240	175	72.9%
Other revenue	31,406	16,757	53.4%
Investment income	16,535	18,441	111.5%
<b>Total revenues</b>	<b><u>2,225,755</u></b>	<b><u>1,984,210</u></b>	<b>89.1%</b>
<b>Expenditures</b>			
Personnel	1,422,803	1,365,030	95.9%
Temp agency services	147,650	143,851	97.4%
Repairs and maintenance	42,200	31,196	73.9%
Services	506,452	448,061	88.5%
Supplies	225,550	204,309	90.6%
Insurance	85,000	52,434	61.7%
Other	44,000	37,031	84.2%
<b>Total expenditures</b>	<b><u>2,473,655</u></b>	<b><u>2,281,912</u></b>	<b>92.2%</b>
Net income (loss)	<b><u>(247,900)</u></b>	<b><u>(297,702)</u></b>	
Transfer to capital from operations	<b><u>355,000</u></b>	<b><u>355,000</u></b>	
<b>Net change in fund balance</b>	<b><u>\$ (602,900)</u></b>	<b><u>(652,702)</u></b>	
<b>Beginning Fund Balance</b>		<b><u>821,201</u></b>	
<b>Ending Fund Balance</b>		<b><u>\$ 168,499</u></b>	

## Animal Service Center of Mesilla Valley Annual Budget vs. Actual Year-To-Date-May 2018 Revenues

CLC and DAC Contributions are not included



Animal Service Center of the Mesilla Valley  
 Annual Budget vs. Actual Year-To-Date  
 May 2018- Expenditures  
 Budget Paramant = 91.7%



# Animal Services Center of the Mesilla Valley

Monthly Statistics Report-April 2018

<b>INTAKE</b>	<b>Dogs</b>	<b>Cats</b>	<b>Rabbits</b>	<b>Reptiles</b>	<b>Pocket Pets</b>	<b>Avian E</b>	<b>Avian L, W</b>	<b>Livestock</b> (horse, goat, sheep, pig, donkey)	<b>Wildlife</b> (skunk, bat, coyote, fox, raccoon)	<b>Total</b>
<b>City of Las Cruces</b>										
Owner Surrender	38	14					2			54
Returned Adoptions	4	1								5
Seized from Owners	16	1								17
Strays (brought in by the public)	52	53	1							106
Strays (brought in by Animal Control)	108	76					1	2		187
Wildlife										0
<b>Subtotal City of Las Cruces</b>	<b>218</b>	<b>145</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>369</b>
<b>Doña Ana County</b>										
Owner Surrender	48	129					3			180
Returned Adoptions	1	0								1
Seized from Owners	4	0								4
Strays (brought in by the public)	31	40							1	72
Strays (brought in by Animal Control)	112	55							1	168
Wildlife										0
<b>Subtotal Doña Ana County</b>	<b>196</b>	<b>224</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>425</b>
Anthony, NM	19	19								38
Hatch, NM	0	0								0
Sunland Park, NM	0	0								0
Jurisdiction Unknown/Other	0	5								5
<b>Total Intake</b>	<b>433</b>	<b>393</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>837</b>

<b>OUTCOME</b> <i>(city and county)</i>	<b>Dogs</b>	<b>Cats</b>	<b>Rabbits</b>	<b>Reptiles</b>	<b>Pocket Pets</b>	<b>Avian E</b>	<b>Avian L, W</b>	<b>Livestock</b> <i>(horse, goat, sheep, pig, donkey)</i>	<b>Wildlife</b> <i>(skunk, bat, coyote, fox, raccoon)</i>	<b>Total</b>
<b>Admin Missing</b>										
Foster-Escaped										0
Foster-Lost Contact										0
Foster-Stolen From										0
FTA-Escaped	1									1
FTA-Lost Contact										0
FTA-Stolen										0
Offsite-Missing										0
Offsite-Stolen From										0
Shelter-Escaped										0
Shelter-Missing										0
Shelter-Stolen										0
<b>Subtotal Admin Missing</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Adoptions</b>	<b>112</b>	<b>30</b>	<b>1</b>							<b>143</b>
<b>Expired in Shelter</b>	<b>17</b>	<b>14</b>								<b>32</b>
<b>DOA</b>	<b>35</b>	<b>11</b>						<b>2</b>		<b>50</b>
<b>Return to Owner</b>	<b>84</b>	<b>25</b>								<b>109</b>
<b>Transferred Out (Rescues)</b>	<b>185</b>	<b>196</b>								<b>381</b>
<b>Wildlife Release</b>	<b>0</b>	<b>0</b>								<b>0</b>
<b>Owner Request Euthanasia</b>	<b>34</b>	<b>14</b>			<b>1</b>					<b>49</b>
<b>Euthanized</b>										
Age - Too Old	0	0	0							0
Age - Too Young	0	0	0							0
Behavior - Aggressive - Dog	5	0	0							5
Behavior - Aggressive - Human	5	1								6
Behavior - High Arousal Level	0	0								0
Behavior - Resources Guarding	2	0	0							2
Behavior - Timid	0	0	0							0
Behavior - Timid - Fear Biter	7	0	0							7
Breed - Medical	0	0	0							0
Court Order	0	0	0							0
Eliminator	0	0	0							0
Failure to Thrive	0	1								1
Feral	0	1								1
Hit by Car	3	1								4
Medical Issues	4	6								10
Medical - Animal Attack	1	0								1
Medical - Distemper - TX	0	0								0
Medical - Distemper - Non TX	2	0								2
Medical - Felv	0	1								1
Medical - FIV	0	0								0
Medical - HW Positive	1	0								1
Medical - Kennel Cough - TX	0	0								0
Medical - Kennel Cough - Non TX	0	0								0
Medical - Liver Failure	0	0								0
Medical - Mange - TX	0	0								0

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Medical - Mange - Non TX	0	0								0
Medical - Mass	2	1								3
Medical - Neurological	0	0								0
Medical - Parvo - TX	0	0								0
Medical - Parvo - Non TX	0	0								0
Medical - Pneumonia	6	0								6
Medical - Pregnant	0	0								0
Medical - Prolapse	0	1								1
Medical - Ringworm	0	0								0
Medical - Tick Borne Disease	0	0								0
Medical - URI - TX	0	1								1
Medical - URI - Non TX	1	8								9
Rabies Suspect	0	0								0
Space	0	0								0
Space - Pitbull Breed	0	0								0
<b>Subtotal Euthanized</b>	<b>39</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61</b>
<b>Euthanasia Rate</b>	<b>9.0%</b>	<b>5.6%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>7.3%</b>
<b>Total Outcome</b>	<b>506</b>	<b>313</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>826</b>

<b>Public Services</b>	86	26			1					113
City Clinic (includes outside surgeries, vaccinations, and microchips)										
County Clinic (includes outside surgeries, vaccinations, and microchips)	39	28								67
Jurisdiction Unknown	0	0								0
<b>Subtotal Clinic In</b>	<b>125</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>180</b>
Clinic Out (includes outside surgeries, vaccinations, and microchips)	99	49								148

<b>Grand Total</b>	<b>433</b>	<b>393</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>837</b>
<b>Intake*</b>	<b>506</b>	<b>313</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>826</b>
<b>Outcome*</b>										

<b>Statistics</b>	<b>90.7%</b>	<b>91.9%</b>	<b>100.0%</b>	<b>na</b>	<b>#DIV/0!</b>	<b>na</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>91.2%</b>
Live Release Rate	91	47	0	0	0	0	1	2	2	143
Euthanized, Expired in Shelter, DOA	14.4	13.1	0.0	0.0	0.0	0.0	0.2	0.1	0.1	27.9
Average Intake/day	16.9	10.4	0.0	0.0	0.0	0.0	0.0	0.1	0.1	27.5
Average Outcome/day	1.3	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0
Average Euthanizations/day	2.8	0.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.6
Average RTO/day	3.7	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.8
Average Adoptions/day										

\* The discrepancy between intake and outcome numbers is due to the number of animals taken in on the final three to five days of the month whose outcome is listed on the following month's report. (Animals are held as Strays three days without tags and five days with identification for owner reclaim). It is doubtful that the two numbers will ever



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
RESOLUTION NO. 2018-12**

**A RESOLUTION TO ACCEPT THE \$1200 DONATION FOR ASCMV'S ANIMAL MEDICAL CARE FOR WOUNDED ANIMALS AND ADJUST THE ADOPTED FY18 BUDGET**

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

**WHEREAS**, the ASCMV received a donation from Kelly Curry, and request the donation monies in the amount of \$1200 to for medical care for wounded animals; and

**WHEREAS**, this donation provides funding strictly for costs associated with the wounded animal care; and

**WHEREAS**, a budget adjustment is required to set up revenue and appropriate expenses associated with the medical care of wounded animals.

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

**(I)**

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

**(II)**

**THAT**, once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY18 budget for the ASCMV.

(III)

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

**PASSED AND APPROVED** this 14th day of June 2018.

\_\_\_\_\_  
Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Jess Williams, Chair \_\_\_\_\_  yea  nay

Kassandra Gandara, Vice-Chair \_\_\_\_\_  yes  nay

Gregory Z. Smith, Member \_\_\_\_\_  yea  nay

Jack Eakman, Member \_\_\_\_\_  yea  nay

Ramon S. Gonzalez, Member \_\_\_\_\_  yea  nay

Billy G Garrett, Member \_\_\_\_\_  yea  nay

David Dollahon, Ex-Officio Member \_\_\_\_\_  yea  nay

ATTEST:

\_\_\_\_\_  
Scott Krahling, County Clerk

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**  
**BUDGET ADJUSTMENT REQUEST**  
**BUDGET FISCAL YEAR 2017-18**

	7440 ANIMAL SERVICES CENTER 2017-18			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
	<b>RESOURCES</b>			
Beginning Balance	\$ 740,031	977,213	0	977,213
<b>Revenues</b>				
Pet Licenses	75,000	75,000	0	75,000
Euthanasia	8,000	8,000	0	8,000
Vaccinations	29,000	29,000	0	29,000
Pet Micro-chip	50,000	50,000	0	50,000
Adoptions	65,000	65,000	0	65,000
DAC Return to Owner	13,000	13,000	0	13,000
CLC Return to Owner	30,000	30,000	0	30,000
Spay & Neuter	72,000	72,000	0	72,000
City of Anthony	7,000	7,000	0	7,000
City of Sunland Park	6,000	6,000	0	6,000
Donations	27,000	27,000	1,200	28,200
Other Revenue	21,146	23,646	0	23,646
Investment Income	16,535	16,535	0	16,535
City of Las Cruces	901,787	901,787	0	901,787
Dona Ana County	901,787	901,787	0	901,787
Operating Transfers In	0	0	0	0
<b>Total Revenues</b>	<b>2,223,255</b>	<b>2,225,755</b>	<b>1,200</b>	<b>2,226,955</b>
<b>TOTAL RESOURCES</b>	<b>\$ 2,963,286</b>	<b>3,202,968</b>	<b>1,200</b>	<b>3,204,168</b>
<b>Expenditures</b>				
Personnel	1,668,803	1,668,803	0	1,668,803
Operating	702,352	804,852	1,200	806,052
Capital	0	0	0	0
<b>Total Expenditures</b>	<b>\$ 2,371,155</b>	<b>2,473,655</b>	<b>1,200</b>	<b>2,474,855</b>
Transfer to 7441-	0	(355,000)	0	(355,000)
<b>ENDING BALANCE</b>	<b>\$ 592,131</b>	<b>374,313</b>	<b>0</b>	<b>374,313</b>
<b>Required Reserve:</b>				
Required 1/12th Reserve	197,596	206,138	100	206,238
<b>UN-RESERVED BALANCE</b>	<b>\$ 394,535</b>	<b>168,175</b>	<b>(100)</b>	<b>168,075</b>

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
RESOLUTION NO. 2018-13**

**A RESOLUTION TO REMOVE AND AUCTION A 1999 DODGE TRUCK, 1999 FORD 20” BUS AND 2004 DODGE RAM 1500. THESE VEHICLES ARE NO LONGER UTILIZED AND IT WOULD BE AN EXPENSE TO THE ASCMV TO RESTORE.**

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

**WHEREAS**, the ASCMV is requesting the removal and auction of three ASCMV vehicles; and

**WHEREAS**, the City of Las Cruces, as fiscal agent to the ASCMV, and proceeds to be added to Sale of Capital Asset, and

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

**(I)**

**THAT**, the ASCMV 1999 Dodge Truck, 1999 Ford 20” Bus and 2004 Dodge Ram 1500 to be auctioned and the proceeds to be entered in the Sale of Capital Assets.

**(II)**

**THAT**, once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY18 budget for the ASCMV.

**(III)**

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

**PASSED AND APPROVED** this 14th day of January 2018.

\_\_\_\_\_  
Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kasandra Gandara, Chair \_\_\_\_\_      \_\_\_yea\_\_\_nay

Jess Williams, Vice-Chair \_\_\_\_\_      \_\_\_yes\_\_\_nay

Gregory Z. Smith, Member \_\_\_\_\_      \_\_\_yea\_\_\_nay

Jack Eakman, Member \_\_\_\_\_      \_\_\_yea\_\_\_nay

Ramon S. Gonzalez, Member \_\_\_\_\_      \_\_\_yea\_\_\_nay

Billy G Garrett, Member \_\_\_\_\_      \_\_\_yea\_\_\_nay

David Dollahon, Ex-Officio Member \_\_\_\_\_      \_\_\_yea\_\_\_nay

ATTEST:

\_\_\_\_\_  
Scott Kraehling, County Clerk

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY  
RESOLUTION NO. 2018-14**

**A RESOLUTION APPROVING A MINOR AMENDMENT TO THE CONTRACT WITH THE EXECUTIVE DIRECTOR, CLINT THACKER.**

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

**WHEREAS**, the ASCMV is an instrumentality of the State of New Mexico and established per a Joint Powers Agreement (JPA) between the City and Doña Ana County, is subject to the Constitution, laws, and regulations of the State of New Mexico; and

**WHEREAS**, the City of Las Cruces, per the JPA, serves as the fiscal agent to the ASCMV; and

**WHEREAS**, through mutual agreement between the Board of Directors and it's employee, Executive Director Clint Thacker, have agreed to a minor amendment to the Executive Director's contract for mutual considerations due to cancelled travel for personal business in order to allow Mr. Thacker to remain in Las Cruces to address a medical crisis at the ASCMV Center during the month of May.

**NOW THEREFORE**, Be it Resolved by the Board of Directors for the Animal Service Center of the Mesilla Valley:

**(I)**

**THAT**, the minor amendment to the Contract between ASCMV Board of Directors and Executive Director, Clint Thacker, as shown in Exhibit "A" attached here and made part of this resolution, is hereby approved.

**(II)**

**THAT**, Staff are hereby authorized to do all deeds necessary in the accomplishment of the herein above.

**PASSED AND APPROVED** this 14th day of June, 2018.

\_\_\_\_\_  
Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kassandra Gandara, Chair \_\_\_\_\_  yea  nay

Jess Williams, Vice-Chair \_\_\_\_\_  yes  nay

Gregory Z. Smith, Member \_\_\_\_\_  yea  nay

Jack Eakman, Member \_\_\_\_\_  yea  nay

Ramon S. Gonzalez, Member \_\_\_\_\_  yea  nay

Billy G Garrett, Member \_\_\_\_\_  yea  nay

David Dollahon, Ex-Officio Member \_\_\_\_\_  yea  nay

ATTEST:

\_\_\_\_\_  
Scott Krahling, County Clerk

**FIRST AMENDMENT TO EMPLOYMENT CONTRACT AGREEMENT FOR THE  
Director of Animal Services Center of the Mesilla Valley**

This First Amendment to Employment Contract Agreement is entered into between the Animal Services Center of the Mesilla Valley (“ASCMV”) and Clint Thacker, (“Employee”) effective \_\_\_\_\_, 2018.

**Recitals**

- A. The ASCMV entered into an Employment Contract Agreement (“Agreement”) on November 21, 2017, with Employee to become Director of ASCMV.
- B. The parties desire to amend the Agreement in certain respects to provide a one-time extra salary pay.

**Agreement**

- 1. The parties agree that Employee will receive a one-time lump-sum payment of \$256 for providing extra-duty services on \_\_\_\_\_, 2018.
- 2. The one-time lump-sum payment will not otherwise alter or effect the terms of the Agreement, and is not intended to impact or change benefits or leave.
- 3. All remaining terms of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, ASCMV and Employee have executed this Amendment as of the date first written above.

EMPLOYEE

ASCMV

\_\_\_\_\_

\_\_\_\_\_

Clint Thacker

Board Chair



**RESOLUTION NO. 2018-15**

**A RESOLUTION AWARDED A CONTRACT FOR CONSTRUCTION OF THE ANIMAL SERVICES CENTER OF THE MESILLA VALLEY – ADMINISTRATION ADDITION, BID NUMBER 17-18-104 TO WARREN CONSTRUCTION, INC. FOR THE CONTRACT AMOUNT OF \$887,269.00 PLUS A GROSS RECEIPTS TAX ALLOWANCE OF \$73,754.23 AND A CONTINGENCY OF \$44,363.00 FOR A TOTAL PROJECT AUTHORIZATION OF \$1,005,386.23.**

The Board of Directors is informed that:

**WHEREAS**, the City of Las Cruces solicited bids for the construction of an administration addition to the Animal Services Center of the Mesilla Valley (ASCMV), and

**WHEREAS**, the bid solicitation was advertised locally and broadly distributed via BidNet Direct resulting in the receipt of three bids on May 23, 2018, and

**WHEREAS**, the project was bid with a Base Bid and three additive alternates: No. One for the renovation of the cat room; No. Two for parking area improvements; and No. Three for an addition of new offices and existing office renovation work, and

**WHEREAS**, Warren Construction, Inc. of Las Cruces submitted the apparent low bid of \$887,269.00 for the Base Bid and Additive Alternates Nos. One, Two, and Three, and

**WHEREAS**, the project budget of \$1,085,499.07 allows for awarding the Base Bid and Additive Alternates Nos. One, Two, and Three.

**NOW, THEREFORE**, be it resolved by the Board of Directors of the Animal Services Center of the Mesilla Valley (ASCMV):

**(I)**

**THAT** the construction contract for the ASCMV - Administration Addition, Bid No. 17-18-104, inclusive of the Base Bid and Additive Alternates Nos. One, Two, and Three, is hereby awarded to Warren Construction, Inc. of Las Cruces, New Mexico in the amount of \$887,269.00 plus a gross receipts tax allowance of \$73,754.23, and a contingency of \$44,363.00 for a total project authorization of

\$1,005,386.23.

**(II)**

**THAT** the Purchasing Manager of the City of Las Cruces is authorized to contract with Warren Construction, Inc. as outlined in Exhibit "A", CIP Contract Approval Form.

**(III)**

**THAT** City Staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kassandra Gandara, Chair	_____	___ yea	___ nay
Jess Williams, Vice Chair	_____	___ yea	___ nay
Gregory Z. Smith, Member	_____	___ yea	___ nay
Jack Eakman, Member	_____	___ yea	___ nay
Ramon Gonzalez, Member	_____	___ yea	___ nay
Billy G. Garret, Member	_____	___ yea	___ nay
David Dollahon, Ex-Officio Member	_____	___ yea	___ nay

Attest:

\_\_\_\_\_  
Scott Krahling, County Clerk

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

**RESOLUTION NO. 2018-16**

**A RESOLUTION AUTHORIZING TWO FULL TIME EMPLOYEE (FTE) ADOPTION SPECIALIST POSTIONS FOR THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

The Animal Service Center (ASCMV) is informed that:

**WHEREAS**, the City of Las Cruces (City), a New Mexico corporation, and Dona Ana County (County), New Mexico political subdivision, entered into a Joint Powers Agreement with the ASCMV; and

**WHEREAS**, pursuant to the Joint Powers Agreement the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**WHEREAS**, the ASCMV requests to add two full-time employee (FTE), the Adoption Specialist position; and

**WHEREAS**, the ASCMV needs the Adoption Specialists to fulfill the duties of administering the daily needs of adoption/outcome operations of the ASCMV's Shelter facilities; and

**WHEREAS**, the Adoption Specialist positions will be funded at an established rate per year plus the standard benefits package for full time employees from fund stream **7440 79000000 601010**.

**NOW THEREFORE, BE IT RESOLVED**, by the governing body of the Animal Service Center of the Mesilla Valley:

**I.**

**THAT**, the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**II.**

**THAT**, the ASCMV hire the New Adoption Specialists at the established rate per year plus the standard benefits package for full time employees from fund stream **7440 79000000 601010**; and

**III.**

**THAT**, ASCMV staff is authorized to do all deeds necessary to accomplish the intent of this Resolution.

**PASSED AND APPROVED** this 14<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Kasandra Gandara, Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kasandra Gandara, Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jess Williams, Vice-Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Gregory Z. Smith, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jack Eakman, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Ramon Gonzalez, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Billy G. Garrett, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

David Dollahon, Ex-Officio \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

ATTEST:

\_\_\_\_\_  
Scott Kraehling, County Clerk

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

**RESOLUTION NO. 2018-17**

**A RESOLUTION AUTHORIZING TWO PART TIME EMPLOYEE (FTE) TRANSPORT DRIVER POSTIONS FOR THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

The Animal Service Center (ASCMV) is informed that:

**WHEREAS**, the City of Las Cruces (City), a New Mexico corporation, and Dona Ana County (County), New Mexico political subdivision, entered into a Joint Powers Agreement with the ASCMV; and

**WHEREAS**, pursuant to the Joint Powers Agreement the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**WHEREAS**, the ASCMV requests to add two part-time employee (PTE), the Transport Driver position; and

**WHEREAS**, the ASCMV needs the Transport Drivers to fulfill the needs of animal transport operations of the ASCMV's Shelter facilities; and

**WHEREAS**, the Transport Driver positions will be funded at an established rate per year from fund stream **7440 79000000 601010**.

**NOW THEREFORE, BE IT RESOLVED**, by the governing body of the Animal Service Center of the Mesilla Valley:

**I.**

**THAT**, the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**II.**

**THAT**, the ASCMV hire the New Transport Drivers at the established rate per year from fund stream **7440 79000000 601010**; and

**III.**

**THAT**, ASCMV staff is authorized to do all deeds necessary to accomplish the intent of this Resolution.

**PASSED AND APPROVED** this 14<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Kasandra Gandara, Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kasandra Gandara, Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jess Williams, Vice-Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Gregory Z. Smith, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jack Eakman, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Ramon Gonzalez, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Billy G. Garrett, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

David Dollahon, Ex-Officio \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

ATTEST:

\_\_\_\_\_  
Scott Kraehling, County Clerk

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

**RESOLUTION NO. 2018-18**

**A RESOLUTION AUTHORIZING ONE ADDITIONAL CONTRACT VETERINARIAN  
POSTION FOR THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

The Animal Service Center (ASCMV) is informed that:

**WHEREAS**, the City of Las Cruces (City), a New Mexico corporation, and Dona Ana County (County), New Mexico political subdivision, entered into a Joint Powers Agreement with the ASCMV; and

**WHEREAS**, pursuant to the Joint Powers Agreement the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**WHEREAS**, the ASCMV requests to add one additional Contract Veterinarian position; and

**WHEREAS**, the ASCMV needs the Contract Veterinarian to fulfill the needs of spaying and neutering operations of the ASCMV's Shelter facilities; and

**WHEREAS**, the Contract Veterinarian position will be funded at an established rate from fund stream **7440 79000000 601050**.

**NOW THEREFORE, BE IT RESOLVED**, by the governing body of the Animal Service Center of the Mesilla Valley:

**I.**

**THAT**, the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**II.**

**THAT**, the ASCMV hire the additional Contract Veterinarian at the established rate from fund stream **7440 79000000 601050**; and

**III.**

**THAT**, ASCMV staff is authorized to do all deeds necessary to accomplish the intent of this Resolution.

**PASSED AND APPROVED** this 14<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Kasandra Gandara, Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kasandra Gandara, Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jess Williams, Vice-Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Gregory Z. Smith, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jack Eakman, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Ramon Gonzalez, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Billy G. Garrett, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

David Dollahon, Ex-Officio \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

ATTEST:

\_\_\_\_\_  
Scott Kraehling, County Clerk



**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

**RESOLUTION NO. 2018-19**

**A RESOLUTION AUTHORIZING ADDITIONAL OPERATIONAL EMPLOYEES, INCLUDING FIVE ADDITIONAL ANIMAL CAREGIVER (FTE), TWO ADDITIONAL VETERINARY TECHNICIAN (FTE), TWO ADDITIONAL SURGICAL ASSISTANT (FTE) AND TWO ADDITIONAL OFFICE ASSISTANT (PTE) POSITIONS FOR THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY**

The Animal Service Center (ASCMV) is informed that:

**WHEREAS**, the City of Las Cruces (City), a New Mexico corporation, and Dona Ana County (County), New Mexico political subdivision, entered into a Joint Powers Agreement with the ASCMV; and

**WHEREAS**, pursuant to the Joint Powers Agreement the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**WHEREAS**, the ASCMV requests to add five (5) additional Animal Caregiver (FTE), two (2) additional Veterinary Technician (FTE), two (2) additional Surgical Assistant (FTE) and two (2) additional Office Assistant (PTE) positions; and

**WHEREAS**, the ASCMV needs the additional positions to fulfill the needs of daily operations at the ASCMV's Shelter facilities; and

**WHEREAS**, the additional positions will be funded at their established rates from fund stream **7440 79000000 601010**.

**NOW THEREFORE, BE IT RESOLVED**, by the governing body of the Animal Service Center of the Mesilla Valley:

**I.**

**THAT**, the ASCMV is able to employ or contract for the services of employees, consultants and such other persons as it deems necessary for the operation of the ASCMV's shelter facilities; and

**II.**

**THAT**, the ASCMV hire the additional employees at the established rates from fund stream **7440 79000000 601010**; and

**III.**

**THAT**, ASCMV staff is authorized to do all deeds necessary to accomplish the intent of this Resolution.

**PASSED AND APPROVED** this 14<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Kasandra Gandara, Board Chair

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE:

Kasandra Gandara, Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jess Williams, Vice-Chair \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Gregory Z. Smith, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Jack Eakman, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Ramon Gonzalez, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

Billy G. Garrett, Member \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

David Dollahon, Ex-Officio \_\_\_\_\_      \_\_\_\_yea\_\_\_\_nay

ATTEST:

\_\_\_\_\_  
Scott Krahling, County Clerk