



ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, May 10th, 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 April 12th, 2018.
- V. Reports/Presentations**
 - a. City and County ACO Reports – City Animal Control and County Animal Control
 - b. Introduction of New Medical Director – Bernice Navarro
 - c. Shelter Medical Update – Dr. Susan Baiz
 - d. Shelter Statistics/Quarterly Report/Activities – Paul Richardson
 - e. Educational Initiatives-Spay/Neuter Initiatives – Paul Richardson
 - f. Committee Reports
 1. Finance – David Dollahon, Committee Chair
 2. Executive – Kasandra Gandara, Committee Chair
 3. Facilities – Greg Smith, Committee Chair
 - g. Zero In 7 Update
- VI. Public Input**
- VII. Chair and Board Comments**
- VIII. Adjournment**

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **April 12, 2018 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

7 Jess C. Williams - Vice-Chair
8 Jack Eakman - Board Member
9 Billy Garrett - Board Member (arrived 9:05)
10 Gregory Z. Smith - Board Member
11 David Dollahon - Ex-Officio Member

12
13 **BOARD MEMBERS NOT PRESENT:**

14 Kasandra Gandara - Chair
15 Ramon Gonzalez, Board Member

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

18
19 Williams: Good morning. Today is April 12th. This is the regular meeting of the
20 Board of Directors of the Animal Services Center of the Mesilla Valley.
21 Our bylaws reflect that in the absence of a quorum of the Board Members
22 that the ex-officio members can serve as voting members. Therefore we
23 do have, I believe, a quorum with Mr. Dollahon. I would call the meeting
24 to order and Mary Lou, would you lead us in the Pledge of Allegiance
25 please.

26
27 ALL STAND FOR PLEDGE OF ALLEGIANCE.

28
29 Williams: Thank you.

30
31 **II. Roll Call of ASCMV Board Members and Determination of Quorum**

32
33 Williams: And we now go to item two, the roll call and determination of the quorum.
34 Ms. Baum.

35
36 Baum: Board Member Dollahon.

37
38 Dollahon: Here.

39
40 Baum: Board Member Gonzalez is absent. Board Member Eakman.

41
42 Eakman: Present.

43
44 Baum: Board Member Garrett is absent. Board Member Smith.

45
46 Smith: Present.

1
2 Baum: Board Member Williams.
3
4 Williams: Present.
5
6 Baum: And Chairwoman Gandara is absent.
7
8 Williams: And for the record, the Chair has a competing commitment at New Mexico
9 State University today and she's asked me to chair in her absence.

10
11 **III. Changes to Agenda and Approval of Agenda**

12
13 Williams: That brings us to item number three, changes to the agenda and approval
14 of the agenda. I would merely point out before we have that motion, that
15 we need to reflect that the item four, the minutes, should both reflect 2018
16 instead of 2017. So with that amendment and if there are no other
17 changes, I would entertain a motion to approve the agenda.

18
19 Smith: So moved.

20
21 Eakman: Second.

22
23 Williams: Got a motion by Board Member Smith, a second by Board Member
24 Eakman. Ms. Baum would you please poll the board.

25
26 Baum: Board Member Dollahon.

27
28 Dollahon: Yes.

29
30 Baum: Board Member Eakman.

31
32 Eakman: Yes.

33
34 Baum: Board Member Smith.

35
36 Smith: Yes.

37
38 Baum: Chairman Williams.

39
40 Williams: Thank you. I vote yes.

41
42 MOTION APPROVED UNANIMOUSLY.

43
44 **IV. Minutes**

45

1 **A. Approval of the Minutes from the regular ASCMV Board Meeting held**
2 **March 8th, 2018**

3 **B. Approval of the Minutes from the ASCMV Budget Work Session held**
4 **March 28th, 2018**

5
6 Williams: That brings us to item number four which is the minutes for the regular
7 meeting of March 8th and the budget work session of March 28th, 2018 in
8 both cases. I would entertain a motion to approve both.

9
10 Eakman: So moved.

11
12 Smith: Second.

13
14 Williams: I have a motion by Board Member Eakman, a second by Board Member
15 Smith. Ms. Baum, please poll the board.

16
17 Baum: Board Member Dollahon.

18
19 Dollahon: Yes.

20
21 Baum: Board Member Eakman.

22
23 Eakman: Yes.

24
25 Baum: Board Member Smith.

26
27 Smith: Yes.

28
29 Baum: Chairman Williams.

30
31 Williams: Yes.

32
33 MOTION APPROVED UNANIMOUSLY.

34
35 **V. Reports/Presentations**

36
37 **A. City and County ACO Reports - City and County Animal Control**

38
39 Williams: That brings us to reports and presentations, item five. We begin with the
40 City and County ACO reports, and Mary Lou's getting up first so we're
41 going to start with the County. Mary Lou Ward.

42
43 Ward: Good morning Chair.

44
45 Williams: Good morning.

1 Ward: Board Members. Mary Lou Ward, Supervisor for Dona Ana County
2 Animal Control and Codes. First I want to start with our showcase of our
3 officer this morning, which is Officer Ray Adams. He did our most return
4 to owner, Animal Control return to owner of animals in the field for the
5 month of March with 52 animals alone, himself. So I would like to bring
6 him up here to show him off to the Board for doing that amount of animals
7 himself.
8

9 Williams: Thank you.

10

11 Ward: Let me open this up on our report. If you look at our report, if you can see
12 that or not for the numbers, I kind of put something a little bit different
13 together this time. Usually I'm just up here reporting our numbers, but I
14 finally got a little creative and put a pie together.
15 So our return to owner numbers for last month was 193 for our
16 department, so I'm pretty proud of that number because that's the most
17 we've done so far.
18

19 Williams: I'm very proud of that number.

20

21 Ward: Thank you. I did add some extra numbers in there. I added animals that
22 were scanned were 207. Total calls that we've taken, that Animal Control
23 and Codes have taken all together were 1,100, and unrestrained animals
24 that were reported were 421. Now out of the unrestrained animals that
25 doesn't mean that we only scanned 207 of them. It means that some of
26 them might not have been there when we got there. They might have
27 been gone, GOA, gone on arrival, and different sorts of things, but the
28 officers only got to scan 207 of the animals. But overall we returned 193
29 animals to their owners in the field.
30

31 Williams: Thank you Ms. Ward. Let the record reflect that Board Member Garrett
32 has joined us. Are there any questions or comments from the Board
33 about the County report?
34

35 Eakman: A curiosity question if I might, Mr. Chair.

36

37 Williams: Board Member Eakman.

38

39 Eakman: How many calls do you receive for non-companion animals?
40

41 Ward: I don't have that broken down with me.
42

43 Eakman: That's okay. It's just a curiosity question.
44

45 Ward: Yes. We break it, when you say "non-companion," I break things down
46 into two categories for animals. I break it down to resident dogs and, let

1 me try to think of how I used to break it down, and just resident dogs and
2 family dogs. Resident dogs are dogs that live in the property, that are
3 chained in the back yard, that never get to go inside with the family and
4 socialize with them, that are just living on the property. And family dogs
5 that are actually interactive with the family, get to go out on outings, and
6 are actually considered part of the family. That's how we break those
7 down.

8
9 Eakman: Thank you.

10
11 Williams: And if I could clarify, we also get livestock calls, do we not? We refer
12 many of those to the Livestock Commission?

13
14 Ward: We get livestock calls. We get calls, everything from bats, and I'll just go
15 out all the way up to, and I kind of said it yesterday at the Commission, we
16 get elephants that come to town for the circus we have to go out and
17 inspect. So there's a broad spectrum of calls.

18
19 Eakman: That's what I was referring to. I was wondering just about that side that is
20 really underappreciated by the citizenry. Thank you.

21
22 Ward: Thank you.

23
24 Williams: Thank you Mary Lou. Appreciate it.

25
26 Ward: Thank you.

27
28 Williams: Officer Adams, thank you for your work in the field. Very much appreciate
29 it. That brings us to the City ACO report. Officer Jimenez.

30
31 Jimenez: Good morning. Good morning Mr. Chairman, Members of the Board. My
32 name is Gino Jimenez. I'm the Animal Control Supervisor for the City of
33 Las Cruces. Before I begin my presentation I would like to publicly
34 acknowledge Mr. Thacker and appreciate, and give him thanks for the
35 pizza party that we had yesterday in honor of the Animal Control. This
36 week is Animal Control Care and Appreciation Week and Mr. Thacker and
37 his staff took time to acknowledge us as Animal Control, pizza, ice cream,
38 and some little gifts that his staff made for each individual officer, and I
39 would like to thank him for that because it, that's not me doing this.

40 The City of Las Cruces Animal Control responded to 458 stray calls
41 for the month of March 2018. Of those, 248 were GOAs. We did impound
42 173, 113 being dogs, 60 being cats, and that included 21 unsuccessful
43 field RTOs. Of that total number, 37 were successfully returned to their
44 owners. I wish we had the numbers that Mary Lou had, I mean that would
45 be outstanding for us.

1 Three-year comparison, we are still, this month we're a little lower
2 than our average but still staying consistent at the 458.

3 Here is our 18-month comparison, again pretty steady. There are
4 some dips but not that high and there are some lows that aren't that low.
5 So we're pretty consistent there.

6 Here is our four-year field RTO comparison, a little lower than last
7 year but higher than our lowest at 2015. Any questions for me?
8

9 Williams: Any questions or comments from the Board? Seeing none, thank you
10 very much Gino.

11
12 Jimenez: Thank you.

13
14 **B. Shelter Statistics/Activities - Clint Thacker**

15
16 Williams: That brings us to item number 5B which is shelter statistics and activities.
17 Mr. Thacker.

18
19 Thacker: Good morning.

20
21 Williams: Good morning.

22
23 Thacker: Thank you for the opportunity. Again, I would just like to point out, like
24 Gino mentioned that it is the National Animal Care and Control
25 Appreciation Week. So this week we have had the opportunity to
26 recognize our staff each day with a little something, and it's all donations
27 that were done by the community to say "Thank you" for us. And the one
28 who gathered up and did all of those donations is our Volunteer
29 Coordinator Dominique Clark who's here with us today. Could we give her
30 a round of applause as well?
31

32 Williams: Absolutely.

33
34 Thacker: That's a lot of work, to make all those telephone calls and coordinate all
35 those things. So we're very appreciative of her. So we have today the
36 Director's Report for the ASCMV.
37

38 Dollahon: Clint, you want to hit FO and we're having network problems today so
39 things are moving a little slow.
40

41 Williams: Thanks for that clarification.

42
43 Thacker: So this is the Spring Me Fever that we're having this year in April. These
44 are our 12 dogs that we normally have now. All of them are long-term
45 dogs that have been at the Animal Services Center for a little while. We
46 again have Koko photography. We take the dogs to them and they do

1 these beautiful images of these dogs that all the adoptions are sponsored
2 and all of them up to now, so far, are being adopted out or sent to
3 rescues. So we're very proud of that and grateful for a program,
4 especially grateful for Kelly Barker who has instrumented all this to get it in
5 place. So we want to recognize her for that too.

6 So our intake for 2018 for February, City of Las Cruces gave us a
7 total of 393 dogs. Dona Ana was 344, Anthony 44, Hatch zero, Sunland
8 Park was four, and other unknown jurisdictions was three, for a grand total
9 of 788 animals that came into the ASCMV in February 2018.

10 So our outcomes: 176 adoptions, 121 reclaims, 332 rescues, and
11 71 animals were euthanized. That gives us a live release rate of 89.9 and
12 if we round that up, I mean it's ...

13
14 Williams: Yes, we made it.

15
16 Thacker: We should, right?

17
18 Williams: We made it.

19
20 Thacker: The 89.9% which we're, again, very happy for and about. The staff has
21 worked incredibly hard. We continue to reach for those goals set for the
22 Zero in Seven.

23
24 Williams: Mr. Thacker.

25
26 Thacker: Yes.

27
28 Williams: If we could go back one, if we really look at that number, 33 dogs, 12 cats,
29 those are the primary animals that we're looking at. What were the other
30 26?

31
32 Thacker: That's a good question. I don't have that with me right now but I can sure
33 let the Board know what those 26, because that is a rather large number.

34
35 PERSON IN AUDIENCE SPEAKING, NOT ON MICROPHONE.

36
37 Thacker: Yes, that's right. I think there were 24 roosters that we brought in, I think it
38 was 24 roosters that were brought in, they were the last of that huge seize
39 that the County had. That was a court order euthanasia and so we
40 euthanized those animals (*inaudible*).

41
42 Williams: All right. So if we take out the court orders, which we have no control
43 over, our live release rate is well above 90% once that is taken out of the
44 equation. So for the record, I want to point out that when you look at the
45 number for dogs and the number for cats and you take out these 24 court-

1 ordered roosters, we have far exceeded our goal in terms of hitting 90%.
2 So carry on, but those are good numbers. Thank you.
3
4 Thacker: Incredible numbers. Thank you very much for pointing that out. So for
5 licensing, we had 101 mailed, 34 were done online, 243 at the Service
6 Center for the City, 109 at the Service Center for the County, for a total of
7 487.
8 So some preliminary for March 2018, looking at 88% live release
9 rate, 89 animals euthanized, 355 sent to rescues. Again, rescues
10 continued to be the number-one way we're getting animals out of the
11 shelter, or out of the Animal Services Center and we are appreciative of all
12 those efforts.
13
14 Williams: Mr. Thacker I want to interrupt you again.
15
16 Thacker: Please.
17
18 Williams: Of this live release rate at 88%, do we have court orders again that are
19 skewing that number?
20
21 Thacker: Not that I know of.
22
23 Williams: Okay. I think that it would be helpful to break that out going forward to
24 show us what the true number is, set aside the court orders because we
25 can't rescue those out, we can't adopt them out. There's nothing we can
26 do about court orders.
27
28 Thacker: So what you'd like is on this preliminary number, you'd like the live release
29 rate broken out?
30
31 Williams: I would like to see on this slide and the previous slide going forward a
32 breakout of court orders so that we can see what our true number is for
33 our live release rate related to adoptable, healthy companion animals.
34
35 Thacker: Okay.
36
37 Williams: Thank you.
38
39 Thacker: Thank you. I'm going to have Dominique step up and talk about her
40 volunteers.
41
42 Clark: Good morning.
43
44 Williams: Good morning.
45

1 Clark: Chairman and Members of the Board. Dominique Clark, ASCMV
2 Volunteer Coordinator. All right. So this is my favorite part. So here, this
3 is at Petrie KIA of Las Cruces and this is one of our offsite adoption
4 events. Again, Petrie Kia is sponsoring all of the adoptions that take place
5 at the event and they are usually always really good. This event we had
6 14 adoptions and actually a whole litter of puppies went, of course, but we
7 did have many large dogs that were also adopted. The large dogs tend to
8 go very well at Kia and so we're very thankful that Kia does sponsor the
9 adoptions and it helps all around to create space and awareness and
10 everything else. So here is the first picture on the left-hand side at the top
11 is an adoption taking place. That family took that puppy home. And then
12 this is one of our very young volunteers, she's in middle school, her name
13 is Chloe, right next to that picture. She helped with that adoption
14 personally. She had been holding that puppy all day and she helped it get
15 adopted. She talked it up, not that it needed much talking up. The young
16 lady in the middle on the bottom, her family also took home a puppy. We
17 have Ms. Debbie Cruzan on the bottom right-hand corner, my right, and
18 she's a very avid volunteer. Her and her husband Mike do so much for us
19 so we're very thankful.

20 This was at Sportsman's Warehouse. That was our very first time
21 being there, ever, and it was very nice that they hosted us for this
22 Saturday. We had about 25 dogs there. The venue has lots of space and
23 the dogs enjoyed getting out and hanging out for the day. It was a
24 beautiful day. We had a big volunteer turnout. We usually do but this one
25 was extra-large. These are more pictures from Sportsman's Warehouse.
26 As you can see, I don't get very many pictures of them actually walking the
27 dogs. They're usually hugging on them or holding them or some kind of,
28 sometimes it's kisses. Right here we have Jo Lommler and she's up top
29 left. She's very infamous for holding the dogs. I have to tell her, "Jo, you
30 need to kind of walk them a little bit, okay." And here to the right top hand
31 corner, that is one of our fosters and he hung out with us for a little bit.
32 And then you can see our volunteers mingling, talking.

33 So we have 818 March volunteer hours. We have a total of 237
34 volunteers. Now keep in mind we do have various things, for example the
35 laundry, dog enrichment, County Cats, the adoption events, whether it's at
36 Farmers', Petco, other offsites, whether it's cat care at Pet's Barn, etc. So
37 some of these volunteers have a hand in everything and some of them
38 only do specific duties. So we had 72 hours for cats and laundry at the
39 shelter. We had 46 hours for dog enrichment and that would also include
40 dog walking, socialization, things of that nature. County Cats was 40
41 hours. Farmers' and Petco adoptions was 217. So big thank-you to all
42 the volunteers who played a role in the offsite adoption events. The other
43 offsite adoption events, including Kia, Corner Bakery, and Sportsman's
44 Warehouse was 253 hours. The Pet's Barn and Petco cat care teams,
45 and that's the consistent cat care that we have, the cats that stay there
46 constantly, that's 71 hours. Our photography team, 49 hours. The actual

1 dog walking course, Claren Wilson from Cloud K-9 dog training services
2 gives her time to come and run our course, and so that's what those hours
3 are. And then we did have a volunteer spring mixer which I'm really
4 excited about, and it was a volunteer appreciation party, that was 33
5 hours. Grooming, four and a half, and miscellaneous was 28.

6 Here are some more pictures. This was actually, Clint had
7 mentioned a little bit earlier the photography shoot at Melissa J. Koko
8 Studio. This was the photo shoot during March. Volunteers come out and
9 they give their time for about two and a half, three hours while dogs are
10 getting their photos taken for the promotional dogs of the upcoming
11 month, and you can see at the top, that's our group, the top left. That's
12 our group that came out for the day. We have got the walkers, they're
13 socializing in front. This is Melissa J. Koko's home studio, Rhiana down at
14 the bottom left. She almost took that dog home to foster. She really had
15 to give it some thought because she has some roommates, but, I was
16 trying to talk her into it a little bit. And then we have Barbara Schnitzer in
17 the middle and some more of our volunteers, Christin, Rhiana, and
18 Barbara all in front of the home studio with the dogs.

19 And then this was just a few snippets of the volunteer spring mixer.
20 Staybridge donated their conference room, Staybridge Suites, so that way
21 we could be able to host a party for our volunteers and we had some
22 snacks and some cookies, pizzas were donated, some fun icebreaker
23 games. Of course it was very fun. We also had community entities like
24 Ashley Furniture Home Store donate a \$100 gift certificate, Tractor Supply
25 donated, we did have Alamo Draffhouse donate, St. Clair Winery and
26 Bistro, and all of these gifts were given to volunteers. They were either
27 won or they were given, and it was just a small token of something we
28 could do because they give so much of their hearts and their time to us.

29 And here's a few of our volunteers. This was an icebreaker game.
30 You had to pick up the Skittles with tweezers, it was actually very
31 interesting, and you had to put them in the little cup. And then we had
32 some more icebreakers. Whoever built the tallest marshmallow castle
33 won. And then the top right, just a group shot. And the bottom right, you
34 might find this interesting, Mr. Thacker was attempting to help that team
35 build a marshmallow castle.

36 And then for our foster numbers, we currently have 29 families with
37 72 animals and surrender to foster currently two families with two animals.
38 And again, these are our April dogs: Basil, Buzz, Lily, April, Rose, and
39 Rockwell. A few of them, not all of them. And now I'll hand it back over to
40 Mr. Thacker. Thank you very much.

41
42 Williams: Thank you. And thank you for putting together that mixer. And skittles
43 with tweezers? My goodness. That's like a, I don't know if you rewarded
44 them or punished them, but that was pretty funny. Thank you so much.
45

1 Thacker: I would like to point out that I did win one of those. I can't remember which
2 one it was but ...

3
4 Williams: You're not eligible to win, yes. Sorry.

5
6 Thacker: Oh. Okay. All right. So for community outreach, we had public visitors to
7 the shelter for March is a grand total of 3,183. Again it just, it blows me
8 away the amount of people we have coming into that shelter each month.
9 So I'm excited to see the changes that we're making and hopefully that'll
10 continue to improve and make that a place that with the remodeling that's
11 going to happen, it all is going to go together to help the Zero in Seven
12 initiative that we're working towards. This is a breakdown of that number:
13 1,913 came through on the adoption side and some breakdowns of that
14 number; and then on the, we call it the RTO or the return to owner/reclaim
15 side is 1,270 and a breakdown for those numbers as well.

16 We continue to do our outreach for the community on the radio for
17 101 Gold, Magic 105, Zia Country 99.5. I continue to work with our
18 advertising campaign with Wilson Binkley. We have an ad going out,
19 Dog'Cruces magazine and also I did an article for the next one coming out
20 as well, so you can see that. The American Classifieds and then the Dona
21 Ana County Humane Society Senior Program provided the discounts for
22 seven dogs and two cats.

23

24 **C. Educational Initiatives - Spay/Neuter Initiatives - Clint Thacker**

25

26 Thacker: Some of our spay and neuter initiatives: 187 animals are in the foster to
27 adopt program. That number continues to go down, which is what we
28 want. We are excited for that. The reason why we want that to go down
29 is these are unaltered animals that are out in the community and we're
30 relying on them to bring the animals back in. We have changed a little bit
31 how we're doing it, instead of it was before where they would not pay
32 anything. They would just leave with an unaltered animal and then the
33 final exchange of money would be at the end when the animal was
34 sterilized. So we saw a big gap in this because it was essentially an
35 animal leaving for free and then if they decided never to come back, we
36 have no power to track them down, no authority for that. So we decided to
37 charge a \$35 deposit on the sterilization, and that \$35 deposit is charged
38 at the time of, before they leave with the animal and that gives them a little
39 more incentive to come back and get that surgery performed, and then
40 they finalize the adoption, final adoption payment minus the \$35 when
41 they pick up their animal. And that has seemed to help, so we look
42 forward to that number continuing to go down. We continue to do more
43 and more sterilizations in-house, so there are more animals available that
44 do not need to go into the foster to adopt program.

45 Surgeries, we did 169 affordable surgeries out of our shelter and
46 those are broken down there. We did have 34 cancellations. What we're

1 doing with those cancellations is we are plugging them with shelter
2 animals, so it's not going as time lost. In other words, another way to say
3 it is 34 shelter animals were included in the sterilizations. So the total
4 surgeries: 69 public, 80 adoptive, shelters 162, and so the total of 411. In
5 the past that shelter number would be in just double digits. On Thursday,
6 we dedicate it solely to shelter animals and we are continuing to whittle
7 that number down.

8 These are some other of our April dogs: Sky, Stormy, Sunny,
9 Sunshine, Woody, and Willow. I believe three of these dogs, three of the
10 12 are already adopted for the month of April. And that's all I have.

11
12 Williams: Thank you Mr. Thacker. Any comments or questions from the Board?
13 Seeing none.

14
15 **D. Committee Reports**

16
17 **1. Finance - David Dollahon, Committee Chair**

18
19 Williams: We'll move on to item number 5C, no, I guess we got that one, 5D is the
20 committee reports and we begin with the Finance Committee, Board
21 Member Dollahon and Mr. Saffell.

22
23 Saffell: Sorry, I seem to be having some trouble. I did press F5. There we go.
24 Good morning Mr. Chair and Members of the Board. My name is Josh
25 Saffell and on behalf of the Finance Department I would like to present the
26 unaudited financials as of February 2018.

27 On the balance sheet, which is page 1, the Statement of Net
28 Position, the General Fund is showing about \$401,000 in cash and \$1,000
29 in receivables, and we have total liabilities in the General Fund at about
30 \$99,000.

31 In operations, which again if you have the packet, that's page 2,
32 Statements of Revenues, Expenditures, and Changes in Fund Balance,
33 the General Fund is showing about \$1.46 million in revenue and \$1.62
34 million in expenditure which gave us a net loss of \$163,000. Also, total
35 revenues are at 65.6% of budget and total expenditures are at 68.4% of
36 budget.

37 Here we show actual revenues compared to our budget. The
38 actual revenue of \$1.46 million is mainly due to Dona Ana and City
39 contributions as per the Joint Powers Agreement.

40 In the expenditure comparison we see quite a few of the line items
41 are above the 67% budget target. We see services are at 79.4%, supplies
42 are at 94.3%, and repairs and maintenance are at 70.8%, and of course
43 all other expense categories are below or close to that 67% budget
44 parameter, but I do believe that there's a budget adjustment that's going to
45 be discussed which should take care of those issues.

1 In the Capital Projects Fund we see cash of \$536,000. That
2 concludes the February financial report. Are there any questions?

3
4 Williams: Are there any questions from the Board? Seeing none, thank you Josh.
5 Board Member Dollahon.

6
7 Dollahon: Mr. Chairman, Members of the Committee. We had a Finance Committee
8 meeting, what's today, Thursday? That was on Tuesday afternoon. We
9 discussed the March financials because it just so happened this month
10 that our meeting fell in advance of the Board meeting, so Josh and staff
11 from Accounting for the City did present the March financials. Some of the
12 items that we discussed are the resolutions that are on today's
13 presentation for you and other discussion items related to purchasing,
14 some human resources issues that are impacting operations that I need to
15 work with Clint and his staff on a few things, and temporary services, all of
16 which have some financial impact to the organization but none of which
17 are insurmountable or seriously problematic at this point. So we're
18 working through some things, trying to improve some purchasing
19 capability, and helping Clint and staff to become fully staffed, which will
20 always be an ongoing challenge out there, not so much with full-time but
21 with part-time staffing. There are certain jobs within the City and at
22 ASCMV that have quite a bit of turnover and they deal primarily with part-
23 time staff. But we're trying to work with them with the City's Human
24 Resources Office to improve that as well. So with that Mr. Chairman, I'll
25 stand for questions. Clint and I are going to tag-team most of the
26 resolutions when we get to that and there are two of them today that need
27 amendments when we get to those items.

28
29 Williams: And Board Member Dollahon, would you also address the audit findings?

30
31 Dollahon: Josh is going to do that when we get to that resolution.

32
33 Williams: Okay. Thank you.

34 35 **2. Executive - Jess Williams, Committee Chair**

36
37 Williams: That brings us to item number 5D2 which is the Executive Committee.
38 The Executive Committee did meet primarily to discuss the agenda for
39 today's meeting, also to introduce Mr. Thacker to his very first deep-fried
40 green chili with pecan crust. So that was a big part of the meeting for him.

41 42 **3. Facilities - Greg Smith, Committee Chair**

43
44 Williams: Did we have a Facilities meeting, Board Member Smith?

45

1 Smith: Yes. Right after the Executive Committee we briefly met. Highlights: A
2 full-time cleaning service is now in place at the Animal Services Center.
3 The remodeling project, getting the pieces in place for that is progressing,
4 and they're continuing to work on the pest issue, making some success in
5 some areas and still having to work on some others. Thank you Mr.
6 Chairman.

7
8 Williams: Thank you very much. Any Board comments? Thank you. Seeing none.
9

10 **E. Zero in 7 Update**

11
12 Williams: We'll move on to item number 5E which is the Zero in Seven update. Ms.
13 Gilbert, are you going to do that for us today?

14
15 Gilbert: Good morning. Jean Gilbert, Secretary for the Coalition for Pets and
16 People, and this is our April 2018 Community Animal Welfare Report.
17 Okay. And there's the mission statement which was adopted in March.
18 And here's the listing of community organizations.

19 And here's upcoming events. Give you a minute to look at them.
20 The Coalition, we're going to have a social at Andale's Doghouse on the
21 patio so people can bring their dogs to meet Mr. Thacker, and here's the
22 flyer for it which we'll post on our Facebook page and that we will circulate.
23 And that's going to be April 24th and you can see some other events,
24 fundraisers, vaccination clinics, microchip clinics that the Coalition is
25 involved in. And Mr. Thacker, is that date correct for the Unitarian
26 Roundtable? May 6th is what I have. Okay. I know Mr. Thacker's on the
27 calendar for Roundtable coming up, and I think that's the right date. And
28 of course SNAP is going to be having their 21st Anniversary Gala mid-
29 May. And Yappy Hour's coming up and there's the famous Wine St. Clair
30 in his dog costume. And that is put on jointly by SNAP and the Dona Ana
31 County Humane Society.

32 And this is a summary of our March meeting. I wasn't able to
33 attend but Becky Corran, the representative from APA, did a report and
34 then I went ahead and summarized it for the slide. And you can see the
35 representation that was at the meeting. And Mr. Thacker explained the
36 foster program at the shelter and they talked about developing a brochure
37 on fostering that would include other organizations and perhaps an open
38 house or some type of event or venue for foster recruitment and for people
39 to have awareness. It's my understanding Mr. Thacker'll probably talk on
40 that topic as well at the Roundtable. And then Mr. Thacker gave updates
41 on the renovations at the shelter and also talked about the new funding
42 potential with the GO planning bond. And then as a group the Coalition is
43 talking about an alternative meeting location and in the future doing some
44 strategic planning. The conflict with using Branigan Library is that we
45 need to be there at 5:30 and we need to be out by 7:30 and that's a

1 problem for our Chairperson because our Chairperson's arrival time would
2 have to be 6:30. So that's why we're looking for an alternative place.

3 And here are a couple of pictures from the volunteer fair that was
4 just last Saturday and it's interesting because it started out sort of iffy
5 because Rick threw out his back, Frank had to go to Albuquerque for a
6 spay/neuter meeting on State funding, I think it was about. So it was
7 starting very iffy and then all of a sudden we're basically overstaffed at our
8 table and we were all pouncing on the people that came to our table. So I
9 went ahead and took flyers and went around to the, call them vendors but
10 they're the people that were manning their stations at the fair and gave
11 them the flyer on the Tails flight so we could recruit more volunteers for
12 Kelly. So anyway, that's Rachel Snow from SNAP; Kelly Barker, Tails
13 from the Shelter; and there's Rick talking to some attendees at the fair.
14 And it was an awesome fair. It was a lot of fun.

15 Tom Townsend submitted this which is a summary on the
16 spay/neuter, basically an update on the PetSmart Charities grant which is
17 for 500 cats and it's in the amount of \$30,000 in nine zip code areas. And
18 the ASCMV has been able to commit to ten feline surgeries on Tuesdays
19 and then the second bullet tells the, call it the logistics for people taking
20 their animals. Two thousand flyers have been printed for circulation on
21 the free spay/neuter; 100 surgeries have been performed to date. Tom is
22 going to, he's already done one presentation with the Mesilla Trustees and
23 he'll be doing another one this month. And then permission has been
24 granted by PetSmart Charities for hotspots that have been identified that
25 are outside of the zip code areas, and I know that there are some colonies
26 that have been identified on the East Mesa. So, and of course, as is the
27 case with all our work, we need volunteers. Training and assistance
28 perhaps can be offered by Broken Promises and other people who are
29 trained in the TNR work. And then there are the numbers, a number for
30 Tom and then the TNR Hotline is listed here.

31 And here's HSSNM's report for the first quarter. I'll let you look at
32 those numbers there. Humane Ed, which is one of the programs I lead,
33 was down a little bit in number of session because of spring break.

34 There's a picture of one of our kittens who was adopted in March
35 and she was born to a feral mama cat. And then the other cat pictured on
36 the right had been waiting four months, and Rebecca says that the people
37 were able to look past her "cat-itude." I like that.

38 And Broken Promises' report for the first quarter, and you can see
39 that their numbers for TNR are down, but the reason they are is they're
40 still getting settled in the sanctuary. So they've made a big move and now
41 they're settled in so their numbers'll probably start coming up a little bit
42 more. And the picture on the right is Blue, who is now a Broken Promise
43 Sanctuary resident and who was a feral that was displaced. This kind of
44 thing happens where the caretaker was no doubt renting and the place
45 sold, so what they had for the cats had to be dismantled. But fortunately
46 they were able to add the enclosure to Broken Promises Sanctuary. And

1 Broken Promises is looking at a future program where they'll be able to
2 offer sponsorships for people that want to help animals. And then I
3 thought this is cute that Joe has here of Kenny. He calls him a VIP
4 sanctuary resident. I don't know that there are that many birds now at the
5 sanctuary because Susan Alderman is the one who had them and I'm
6 pretty sure she moved most of them to Alamogordo. But Kenny still gets a
7 pretty good view from the top there. And a really neat thing happening at
8 the Co-Op right now is you can do a round-up when you buy your food
9 and items there at the Mountain View Market. You can round it up to the
10 next dollar and then that money goes to Broken Promises. You can also
11 make a donation as well, so that's a wonderful opportunity for them.

12 2 Hearts 4 Paws just recently had a celebration. One of their
13 founders had a birthday and Dragonfly Restaurant on the Downtown Mall
14 generously donated a portion of their proceeds for that day, and they
15 certainly deserve recognition. And then there's the contact info and the e-
16 mail for 2 Hearts 4 Paws.

17 And APA, there are the numbers for March, and quite a lot in intake
18 there, and Kitten Cara was adopted in March and you see her picture
19 taken there at the APA facility and then below you see her all snuggled in
20 with her canine companion in her new home. And I think most of you
21 know that APA had to announce in mid-March that they were closing their
22 pet food bank temporarily because the demand was exceeding what their
23 supplies and food were, so they needed time just to collect donations and
24 stock their shelves again to open up in the first of May. And Borman
25 Autoplex is generously not only collecting food at their location but they're
26 matching the donations. And the Las Cruces Dog Park Coalition just
27 recently donated 400 pounds of food.

28
29 Williams: If I could interrupt you there, Jean. The Dona Ana County Detention
30 Center staff are also doing a food drive for the APA food bank. That got
31 started this week and will continue, they have a goal, I'm not sure exactly
32 how many hundreds of pounds they're after but they're on it.

33
34 Gilbert: Awesome. And Cherished K-9, Abilene was born at their rescue in late
35 December and she came from a very large litter of 13, and at the time that
36 Cherished K-9 pulled her they did not know that the mama dog was
37 pregnant, and now just about a week ago Abilene was handed off to a
38 transporter and then Abilene's new dad came up to Tucson to get Abilene
39 and take her to California where she lives now. So just an example of the
40 wonderful work, not only with rescue, pulling animals from the shelter, but
41 also transport as well.

42 And Tails, and of course everyone knows that just Tuesday was the
43 take-off for the Tails to Freedom flight, and that number does need to be
44 amended. It says 56 animals and I believe six of, and the number is more
45 accurately 46, because I understand they were short by ten dogs. And of

1 that number I think five or six were from APA, which of course they're also
2 shelter animals.

3
4 Williams: Sure.

5
6 Gilbert: But anyway they went to Boise, Idaho and the numbers now are about
7 100, maybe that would be 160 that have now been flown to date to new
8 homes since Tails started the program. Is that right Kelly? And then
9 approximately 750 moms and pups collectively through the Tails work and
10 coordination have been found homes by road and by sky, which is really,
11 really awesome.

12 And here's more regarding the flight. A drive was initiated, and I
13 know there are some of you that donated to that and also purchased
14 crates that were needed for the flight and then below the picture is of a
15 dog wearing one of the wonderful custom-made jackets that were, Cathi
16 Buchman was the person who purchased all the fabric. And then Melinda
17 and Belinda Dayley were the ones that made all the jackets. And I saw
18 the pictures after they arrived there in Boise that Kelly had sent the link of
19 many, many pictures and it was noted that they were "bundled in love"
20 with the custom-made jackets. There are really some great, great photos
21 of their arrival there.

22 And of course Mr. Thacker has shown some pictures from the
23 spring fever, the 12 dog program, and this is of course the one for April.
24 And 36 ASCMV-featured long-term dogs have now found great homes in
25 the last three months that this program was initiated by Tails from the
26 Shelter. And Tails crowd funds, their fees from \$7 up to a full sponsorship
27 at \$100, and there's the contact info for ASCMV and for Tails.

28 And SNAP, I mentioned earlier with the listing of events. They're
29 having their 20th Anniversary Gala which will be at the Convention Center
30 on Thursday, May 17th and the time frame is 6:00 to 9:00, and you can
31 see here on the slide the locations where you can purchase a ticket.
32 SNAP is really an amazing organization. They've subsidized over 18,000
33 animals since they've been in existence these 20 years, and that
34 translates to over 100,000 unwanted animals that births have been
35 prevented. And SNAP has held clinics in March and April with a total of
36 48 spay and neuters, and the breakdown there is 31 performed for dogs
37 and 17 for cats. Their next clinic will be in June and I'm assuming, I don't
38 have the exact date for that, but I'm assuming it'll be early in the month.

39 And Safe Haven, you might remember Andy from the production of
40 "Annie." There were two dogs, one was adopted earlier in the year and
41 now fairly recently Andy was adopted. And so that's the picture on the left,
42 the picture on the right shows a gal, Kira, who came all the way from
43 Culver City, California, raised \$200 for Safe Haven.
44 Tricia@shaspets.com, Tricia Quillen is their Volunteer Coordinator, we
45 saw them at the volunteer fair, and Tricia's the one that also leads the
46 animal program on KTAL, on the radio station. And there's SHAS flyer for

1 "Wineing" for the Animals which is their signature fundraiser. This is their
2 eighth one and it will be held Thursday, May 3rd from 5:30 to 8:30 at the
3 Grapevine Plaza, and there's the ticket info there, and you can also see
4 the info for locations to purchase tickets which will be at the thrift store or
5 at Grapevine Plaza or at the door.

6 And Forever Homes Animal Rescue, the dog on the left is from the
7 Animal Services Center and he was recently accepted to Best Friends
8 Dogtown, and he's a special needs dog, heartworm positive and has a
9 deformed paw, and he's set in just a couple of weeks for the transport to
10 Utah. And Skylar was picked up in early April from the shelter and she's in
11 her temporary foster, also waiting transport to adoption.

12 And this is a really cool poem I saw on Cat's Meow Facebook page,
13 and Cat's Meow, I didn't have time because I saw their newsletter after the
14 PowerPoint was ready, but if I remember correctly within the past couple
15 of months they've adopted five cats, and that is a very good number
16 because not only do they take in harder-to-place animals because they're
17 seniors, but I know Allison Reynolds and Michelle Correa who put together
18 the newsletter said that there were two that they waited on so they could
19 be placed in one home. And I think that's the end of the presentation. If
20 you have any questions?

21
22 Williams: Thank you. Any questions or comments from the board? Seeing none,
23 thank you very much Ms. Gilbert.

24
25 Gilbert: Thank you.

26
27 Williams: Appreciate that.

28 29 **VI. Action Items**

30 31 **A. Resolution 2018-07 - Accept the \$2,500 Shelter Animals Count Grant**

32
33 Williams: That brings us then to item six which is our action items. I believe all of
34 these have something to do with finance, so Board Member Dollahon and
35 Mr. Thacker, if you could lead us through these. The first is Resolution
36 2018-07, accepting a \$2,500 shelter animals count grant.

37
38 Thacker: Yes. Just briefly to go over this, there's no slide that goes with it. We
39 were, a shelters animal count is a nationwide initiative that was started
40 about five, six years ago for participating agencies to put in numbers, their
41 numbers for the year and for the months. It is a very good resource to
42 have and also makes, as you know you can make decisions and
43 calculations and so on with numbers, and so we were participating in the
44 past with shelter animals count before I came on. However, nothing was
45 updated. So when I came in, November-December, I updated all of 2017
46 and then got current with 2018 up to that point. And they were running a

1 drawing that if you have all your data up-to-date, then you were entered
2 into this drawing and we were chosen for \$2,500 for that. So we're happy
3 to receive it.
4

5 Williams: Thank you. I would entertain a motion to accept the grant for \$2,500.
6

7 Eakman: So moved.
8

9 Smith: Happily, happy to second.
10

11 Williams: I've got a motion by Board Member Eakman and an enthusiastic second
12 by Board Member Smith. Would you please poll the board, Ms. Baum.
13

14 Baum: Board Member Eakman.
15

16 Eakman: Yes.
17

18 Baum: Board Member Garrett.
19

20 Garrett: Yes.
21

22 Baum: Board Member Smith.
23

24 Smith: Yes.
25

26 Baum: Chairman Williams.
27

28 Williams: Yes. By a vote of 4:0 we've accepted the grant.
29

30 MOTION APPROVED UNANIMOUSLY.
31

32 **B. Resolution 2018-08 - Authorization to Utilize Funds From the ASCMV**
33 **FY17-18 Fund Balance**
34

35 Williams: That brings us to item number 6B which is Resolution 2018-08,
36 authorization to utilize funds from the FY17-18 fund balance.
37

38 Thacker: Thank you. We've continued to go forth and make improvements there in
39 the shelter, and a lot of things that were missing was just standard
40 equipment, standard supplies that were not there. So I went ahead and
41 we made those purchases. Doing so, and also we filled several, all of our
42 vacant positions that we could, so doing so, we have very little if any of the
43 balance return that was usually sent back. So we're requesting to access
44 the fund balance one time of \$100,000. That will allow us to bring that
45 percentage of the 97% I believe usage of our supplies line item, that will
46 bring that back down and get us through just to the end of the year.

1
2 Williams: I would entertain a motion to pass Resolution 2018-08 authorizing funds
3 from the fund balance to pay for operations.
4
5 Smith: So moved Mr. Chair.
6
7 Eakman: Second.
8
9 Williams: I have a motion by Board Member Smith, a second by Board Member
10 Eakman. Ms. Baum, would you please poll the, or is there any
11 discussion? Seeing none, Ms. Baum would you please poll the board.
12
13 Baum: Board Member Eakman.
14
15 Eakman: Yes.
16
17 Baum: Board Member Garrett.
18
19 Garrett: Yes.
20
21 Baum: Board Member Smith.
22
23 Smith: Yes.
24
25 Baum: Chairman Williams.
26
27 Williams: Yes.

28
29 MOTION APPROVED UNANIMOUSLY.

30
31 **C. Resolution 2018-09 - Approval of the Annual Financial Report for the**
32 **Year Ending June 30, 2017**
33

34 Williams: And that brings us to item number 6C which is Resolution 2018-09,
35 approval of the annual financial report for the year ending June 30, 2017.
36 Mr. Saffell.

37
38 Saffell: Once again good morning Mr. Chair, Members of the Board. My name is
39 Josh Saffell and I'd like to present the financial report for 2017. This was
40 for the fiscal year, so that was the period ending June 30th, 2017.
41 So you have in front of you your CAFR for 2017. I believe Mr.
42 Dollahon handed these out during the meeting, so you should have those.
43 We were audited by Moss Adams. This is the last year that Moss Adams
44 will be our auditor. They provided us with an unqualified opinion, which is
45 the highest assurance that they can give that this information is accurate
46 and falls within the guidelines for it.

1 Just some brief overview of what's in there. If we look at net
2 positions we see that on the balance sheet, in comparison between 2016
3 and 2017 our current assets actually went up a little bit. Capital assets
4 dropped slightly. Our deferred outflows of resources, that's an amount
5 which is related to the pension liability, that went up significantly. Our
6 current liabilities also went up and we'll notice too that the net pension
7 liability also increased significantly between 2016 and 2017 which did
8 impact the net position figure.
9

10 Williams: To what do we attribute those large rises?

11
12 Saffell: I have the wrong, what's that?

13
14 Williams: What do we attribute those large rises in the pension?

15
16 Saffell: That is based on calculations made by PERA, the organization which
17 handles the retirement for public entities. They provide us with those
18 numbers and for some reason there was a large jump. I could do some
19 research to find out if you would like.
20

21 Williams: My assumption is that that is related to the fact that we have additional
22 people who have reached their vesting point of five years. Would that be
23 correct?
24

25 Saffell: That is possible, yes.
26

27 Williams: Thank you.
28

29 Saffell: And it looks like the rest of my presentation apparently didn't get saved.
30 So I will like to highlight that the audit exit conference was held on
31 November 14, 2017 and the financials were gone through with everybody
32 who was in attendance, and the final takeaway is that there were no
33 findings from the audit.
34

35 Williams: That's pretty remarkable. Thank you very much. Board Member
36 Dollahon, do you have anything to add?
37

38 Dollahon: Mr. Chairman, Members of the Board. I will talk briefly about the
39 retirement liabilities. They're increasing for all audits because that's a
40 recent change over the last couple of years from, based on GASB
41 standards that all organizations are supposed to start reporting and
42 incurring the retirement liabilities. Those end up on our books but we're
43 dependent on PERA for those numbers. So really it's an extraction from
44 the information that PERA gives us, that our auditors are required to stick
45 into our audit and onto our books here at the City, and I'm sure that's
46 happening the same at the County as well. I know it's a substantial

1 increase for both City and for our Utilities Division, because it hits our
2 Utilities Division because they're an enterprise fund. But it is a significant
3 amount for reporting on our audits and on our books for retirement
4 liabilities. I don't see those numbers going down any time soon. It's going
5 to be a perpetual, ongoing reporting requirement for those liabilities.
6

7 Williams: Thank you Board Member Dollahon for that explanation. I would entertain
8 a motion to pass Resolution 2018-09 approving the annual financial report
9 for the year ending June 30, 2017.

10
11 Eakman: So moved.

12
13 Garrett: Second.

14
15 Williams: I've got a motion by Board Member Eakman, a second by Board Member
16 Garrett. Is there any board discussion? Ms. Baum would you please poll
17 the board.

18
19 Baum: Board Member Eakman.

20
21 Eakman: Yes.

22
23 Baum: Board Member Garrett.

24
25 Garrett: Yes.

26
27 Baum: Board Member Smith.

28
29 Smith: Yes.

30
31 Baum: Chairman Williams.

32
33 Williams: Yes.

34
35 MOTION APPROVED UNANIMOUSLY.

36
37 **D. Resolution 2018-10 - Request to Increase City and County Budget**
38 **Contributions for Operating Expenses**
39

40 Williams: Excuse me. I have approximately four pounds of mulberry pollen in my
41 lungs, so excuse me for the coughing. That brings us to item number 6D,
42 Resolution 2018-10, request to increase the City and County budget
43 contributions for operating expenses. Board Member Dollahon.

44
45 Dollahon: Mr. Chairman, Members of the Committee. Based on the work session
46 that was held on, I believe, March 28th that we approved the meeting

1 minutes for earlier this year, this resolution is to request a contribution
2 increase from a little over \$901,000 to \$1.25 million per entity from the City
3 and the County per the Joint Powers Agreement requirements for
4 operating and capital expenses for FY19.

5 The item before you, shown on the screen, is an amendment we
6 need to make to that resolution. We copied another section of a different
7 resolution over to this one by mistake. So I'm asking for you to change
8 item number one after the "now therefore" statement to read as shown on
9 the screen and I'll read those into the record:

10 I. That the ASCMV Board of Directors in accordance with the
11 established Joint Powers Agreement between the City of Las Cruces and
12 Dona Ana County to establish the ASCMV hereby respectfully request that
13 the governmental entities increase their contribution from \$901,780 to
14 \$1.25 million for FY19 for both operating and capital expenses.

15 And that II now becomes:

16 II. That ASCMV staff be and are hereby authorized to take any
17 action necessary to implement and comply with all deeds necessary
18 herein above.

19 That would be an amendment that we would need to make to this
20 resolution before you take final action. This is based on our discussion
21 from the work session. This does impact the next resolution on your
22 discussion items but we felt like this is the best and most formal way to
23 reflect this increase request from this Board to our respective governing
24 bodies. I can tell you that the City of Las Cruces, in the City Manager's
25 budget to City Council that was delivered to them this week, has
26 respected that increase but that is subject to change pending the County's
27 dual action. The City will match what the County matches per the Joint
28 Powers Agreement. I believe Board Member Eakman might point out that
29 we haven't seen an increase to the contribution from the respective
30 governmental entities since 2009 and so I think the Center has been
31 paying for that ever since, and with new management and new philosophy
32 in the importance of being staffed and making improvements to the
33 building and operations, this is a long overdue and well-deserved increase
34 for the operations on behalf of both organizations. With that Mr.
35 Chairman, I'll stand for any questions and Mr. Thacker is available for any
36 details.

37
38 Williams: Thank you Board Member Dollahon. At this point for discussion purposes
39 I would entertain a motion to pass Resolution 2018-10 requesting to
40 increase City and County budget contributions for operating expenses.

41
42 Smith: So moved Mr. Chairman.

43
44 Dollahon: Can we get an amendment first and then a motion?

45
46 Williams: I would, if ...

1
2 Smith: I think we can amend after we've moved for the whole thing.
3
4 Williams: Okay. Well, can we just have, would you change your motion, would you
5 be willing to change your motion to support the amended resolution?
6
7 Smith: I will support the amended version of the resolution in my motion to
8 approve.
9
10 Williams: Do I have a second?
11
12 Garrett: Second.
13
14 Williams: I have a motion to support the amended resolution by Board Member
15 Smith, a second to support the amended resolution by Board Member
16 Garrett. Is there any discussion? Ms. Baum ...
17
18 Eakman: Yes Mr. Chair.
19
20 Williams: Board Member Eakman.
21
22 Eakman: I would like to support what Mr. Dollahon suggested. With no increase
23 over the last nine years, this seems like a sizeable increase now. But if
24 taken in perspective of what it would be if we naturally got here by an
25 equal percentage amount every year, it would be less than a 3% increase
26 per year. And so I see this as completely valid and overdue. Thank you.
27
28 Williams: Thank you for that clarification Board Member Eakman. Board Member
29 Garrett.
30
31 Garrett: Thank you Mr. Chair. I'm wondering if, Mr. Thacker do you have the
32 PowerPoint that was presented at the work session? There were some
33 questions that were raised. Have you amended that so that it's up-to-date
34 with the discussion that we had at that time?
35
36 Thacker: I have the presentation but the amended portions, I have not amended
37 any, because of the discussions we had with David and myself that we
38 were going to present it in this way.
39
40 Garrett: My suggestion, and I'll just word it as a suggestion, is that this request go
41 forward with an attachment that may very well be followed up with actual
42 presentations that would be based on the amended presentation that you
43 made at the work session.
44
45 Thacker: Okay. Thank you.
46

1 Williams: Any further board comment? Seeing none, I've got a motion by Board
2 Member Smith, a second by Board Member Garrett. Is there any public
3 input on this item? Seeing none, Ms. Baum would you please poll the
4 board.
5
6 Baum: Board Member Eakman.
7
8 Eakman: Yes.
9
10 Baum: Board Member Garrett.
11
12 Garrett: Yes.
13
14 Baum: Board Member Smith.
15
16 Smith: Yes.
17
18 Baum: Chairman Williams.
19
20 Williams: On the advice of the County Manager, I'm going to abstain. The County
21 has not yet finalized its budget. I am a department head within the
22 County, so my budget is in flux and at this point I think it would be wise for
23 me to abstain from voting. By a 3:0 vote with one abstention, the motion
24 passes.
25
26 Dollahon: Do I need to vote?
27
28 Williams: You certainly may vote as an ex-officio member. Ms. Baum would you
29 please poll Board Member ...
30
31 Dollahon: Because we don't have four members of the Board voting with your
32 abstention. And so I ...
33
34 Williams: Ms. Baum would you please poll Board Member Dollahon.
35
36 Baum: Board Member Dollahon.
37
38 Dollahon: Yes.
39
40 MOTION APPROVED.
41
42 **E. Resolution 2018-11 - Approval of the ASCMV FY18-19 Budget**
43
44 Williams: That brings us to item number 6E, Resolution 2018-11, approval of the
45 ASCMV FY18-19 budget. Board Member Dollahon. Thank you.
46

1 Dollahon: Sorry Board Members. David Dollahon for the record. We were
2 scrambling after the Finance meeting as to how to present this resolution.
3 Before you is Resolution 2018-11. It would approve the budget for the
4 Animal Services Center of the Mesilla Valley for the period of July 1, 2018
5 through June 30, 2019 for both ASCMV Fund 7440 which is the general
6 operating budget, and 7441.

7 There is a minor correction in the narrative that needs to be made
8 in I: The last line says "approved respective budget for inclusion in the
9 FY18 budget." It should say "FY19 budget for ASCMV."

10 As part of your attachments, you have an Attachment Exhibit A.
11 That is the ASCMV budget for both Fund 7440 and 41, for Exhibit A:
12 Proposed FY19 Budget. Under Exhibit A the total revenues would be
13 \$2,193,774 and then total expenditures would be \$2,472,484, leaving an
14 ending balance of \$210,000. Subtracting the required state one-twelfth of
15 \$206,000 and \$206,000 in 41, and then an unreserved balance of \$4,036.
16 That is assuming that the City and the County's contribution doesn't
17 increase beyond the \$201,000. As for Fund 7441, that starts with a
18 beginning balance of \$1.156 million, State and local grants that are
19 anticipated for \$27,501, and I think that's a State appropriation that we'll
20 probably expend relatively soon, giving us a total resources of \$1.184
21 million and then a total capital expense of \$1.184 million for the addition
22 leaving us with a zero balance at the end. That's for the capital
23 improvements. That's Exhibit A.

24 What I handed out to you is what I'm calling "Exhibit A1" which is
25 derived from the previous resolution which would increase the contribution
26 from the City and County from \$901,000 and some change to \$1.25
27 million each. What we want to do is adopt both Exhibit A and Exhibit A1
28 as part of the budget depending on the actions by the City and the County.
29 Depending on what they do, the respective governmental entities, if they
30 go with the \$1.25 million we have a budget. If they go with \$901,000 we
31 have a budget. And if we have something in between we'll have to come
32 back and amend the budget. So we will probably have to do that in the
33 July meeting for any corrections by the time it takes us to get here.

34 Our May meeting for the Board is before the City Council is
35 scheduled to adopt its budget, which is scheduled for May 21st and I don't
36 yet know the County's schedule for adopting their budget. I think you all
37 have different rules than what we do. So our budget must be adopted by
38 the end of May, so that's a little problematic and I don't want to confuse
39 the issue by amending the budget in June. So we would wait for any
40 amendments till the July formal meeting when we're in the fiscal year. But
41 this is what we feel is necessary to get us moving forward and we'll adjust
42 accordingly if the number comes in something more than \$901,000 and
43 less than \$1.25 million from the respective entities.

44
45 Williams: And for clarification, a preliminary budget for the County will be approved
46 at the first meeting in July and then the final budget is normally sent to

1 Santa Fe at the second meeting in July. So we'll have two days' head
2 notice before this meeting in July of what the County has done.
3

4 Dollahon: And if we need to, we can wait until the August meeting for, we will have a
5 budget of at least \$901,780 coming from each contributing entity plus
6 other revenue by adopting this resolution with both Exhibit A and Exhibit
7 A1 as part of it.
8

9 Williams: At this point I would entertain a motion to pass Resolution 2018-11,
10 approval of the ASCMV FY18-19 budget with the two attachments as
11 described by Board Member Dollahon. Do I have a motion?
12

13 Eakman: A point of clarification, Mr. Chair.
14

15 Williams: Board Member Eakman.
16

17 Eakman: Could we administratively change the fiscal year from '18 to '19 without an
18 amendment?
19

20 Williams: Absolutely.
21

22 Eakman: Based on that, I will so move.
23

24 Garrett: Second.
25

26 Williams: Thank you. I've got a motion by Board Member Eakman, a second by
27 Board Member Garrett. Is there any Board discussion? Board Member
28 Smith.
29

30 Smith: Thank you Mr. Chairman and thank you Mr. Dollahon. My question is only
31 that given the fluidity of the situation, I'm not aware that we've done this
32 sort of Exhibit A and Exhibit A1 previously. Is that something that we have
33 a record of doing or are we sort of setting a precedent here?
34

35 Dollahon: Mr. Chairman, Board Member Smith. I don't know that we're setting
36 precedent. We're just trying to make this the best way possible going
37 forward. As we haven't seen an increase request made in years past,
38 that's something that we need to look at in the future a little more
39 preliminarily before we get to it. We're facing a timeline because the
40 ASCMV is, the City's the fiscal agent which means their budget has to be
41 incorporated into the City's budget to be submitted to the State by the end
42 of May so we're facing a tight deadline. I would like to think in the future
43 years that we could get ahead of this and be making the request in
44 January or February for an increased contribution so that would help with
45 our budget process and we would have those definitive answers or some
46 clearer direction from the respective entities going forward before we start

1 this process in future years. But as I had said in the previous resolution,
2 we haven't made a requested increase since 2009 and I was working in
3 the Community Development Department for the City at that time. So this
4 was our solution in a short turnaround. This would not be my preference
5 in the future. We should be asking for an increased contribution if any
6 from the governmental entities well before this time in future years. I think
7 we need to be making that request in January or February. I know it
8 would help the City of Las Cruces if we're making those requests, to plan
9 for it in our budget development process, to have it done by February.

10
11 Smith: Thank you Mr. Dollahon. I can appreciate the difficulty of the situation. I
12 just want to make sure that we're procedurally and legally doing everything
13 appropriately. So if we're operating with our best understanding of the
14 situation, I'm okay with voting for this, but hopefully in the future as you
15 say we'll have planned for it better and not be in this slightly uncomfortable
16 situation. Thank you.

17
18 Dollahon: I think this is the best way possible. I'm often wrong but seldom in doubt,
19 so I'm going with seldom in doubt right now.

20
21 Smith: Okay. I appreciate that. Thank you Mr. Chair.

22
23 Williams: Thank you Board Member Smith. I plan to abstain from voting. Ms. Baum
24 please, is there any public or Board input?

25
26 Garrett: Yes.

27
28 Williams: Board Member Garrett.

29
30 Garrett: While I respect the timing issues, I want to make something clear as far as
31 I'm concerned. When any form ...

32
33 Williams: Please speak into the microphone.

34
35 Garrett: Okay. Is that better?

36
37 Williams: Yes.

38
39 Garrett: When any of us take a position on this Board, we're on this Board and our
40 primary function in this capacity has to be the wellbeing of ASCMV. I've
41 had discussions with other Board Members, City Council, and
42 Commissioners who want to try to think about this in the context of, "What
43 does it mean for the City budget or the County budget?" I think that's the
44 wrong way to think about it. There's only one way to think about it when
45 we're at this dais here today, and that's what's good for ASCMV. I want to
46 underscore that it's not just that there's a, we've been absorbing a 3% loss

1 if you will since 2009 but the budget we need, not the budget we'd like to
2 have, but the budget we need in order to function requires that we have
3 the \$125,000 from the City and the County. Approving a budget that is
4 essentially 25%, 26% less than what we should be is not carrying out our
5 functions in terms of our responsibilities as policy-makers for this Board
6 and for this authority. I personally feel that the right way to go on this is to
7 have the draft budget, because that's really what it is, show what we need
8 and what we're expecting in terms of our partners to come in, and that if
9 they choose not to do that, then we have to figure out how to negotiate.
10 But I think it is misleading to have an either/or that suggests that the
11 \$901,000 is functional. It's not functional. And I can't vote for a budget
12 that undermines what our responsibilities are to the people and the
13 animals of Dona Ana County. I understand the strategic thinking that's
14 involved in this, but I think that what's important here is this is a policy
15 vote. This is really, you look at the other kinds of revenues, well we're
16 guessing how much we're going to get for pet licenses and some of the
17 other kinds of things. There's nothing sure about any of these things and
18 we could say, "Well, we could always depend on the \$901,000." Well
19 that's true, but that's only if we want to accept that and what we just did
20 was pass a resolution that said that that's not enough money. So I would
21 prefer to move forward with a clear, unambiguous statement that the
22 budget that we are approving as a draft includes or the \$1,250,000 from
23 each and that then if the City and County choose not to do that, then we
24 go into negotiations. So rather than, I understand if we had done this
25 differently and negotiated all this stuff months ago it'd be different. But we
26 didn't do that. They didn't approach us asking, "Do we need more
27 money?" So I think what we have to say is, "This is what we need and
28 that's what needs to go in the budget."
29

30 Williams: Board Member Garrett. Are you making this in the form of a motion to
31 amend the motion that's on the floor?
32

33 Garrett: I will do that. I wanted to see if there was any other discussion around
34 that particular issue or point of view.
35

36 Williams: Thank you. Is there any further discussion if, Board Member Eakman.
37

38 Eakman: Yes, if I might. I really understand Board Member Garrett's concern here
39 for the future. I think the one thing that I would like to put in, I don't
40 disagree with him either, but as the City being the fiscal agent, we do need
41 some guidance for that coming up, or else we're, I'm not going to speak
42 for City staff, perhaps Mr. Dollahon could, but I think they would have
43 some angst about how to go forward without specifically knowing what to
44 do in the next fiscal year which starts July 1 and we may not have an
45 answer till August. So I understand that point of view. I'd just like to bring
46 that factor into the equation. Thank you.

1
2 Williams: Board Member Eakman, is that a second to the motion by Board Member
3 Garrett to amend the original motion?
4
5 Eakman: It is not.
6
7 Williams: It is not. Board Member Dollahon.
8
9 Dollahon: Mr. Chairman. Based on Board Member Garrett's discussion or where he
10 was going with his motion, I've polled Ms. Josie Medina, the City's Budget
11 Analyst for the ASCMV. We can adopt a budget based on Board Member
12 Garrett's recommendation, or his motion at this point for just the budget
13 reflected in Exhibit A1. The only thing that we have to be aware of is that
14 based on how the negotiations go or how the process goes through, we
15 would have budget authority and budget approved, we may not be able to
16 spend all of that budget in the starting of the year, and I just wanted to
17 check with Ms. Medina to make sure that that doesn't create a problem for
18 us in the ability to pay our bills and pay our staff after July 1st. She
19 confirmed with me that no, that is not a problem, that we could do a
20 resolution adopting only Exhibit A1 as your budget for FY19.
21
22 Williams: Board Member Dollahon, is that a second to Board Member Garrett's
23 motion to amend?
24
25 Garrett: I haven't actually made a motion yet but given that I would like to Mr.
26 Chair. I would like to amend the motion to read that the budget that we
27 are supporting is Exhibit ...
28
29 Dollahon: A1.
30
31 Garrett: A1.
32
33 Eakman: I would second that.
34
35 Williams: I have a motion by Board Member Garrett, a second by Board Member
36 Eakman to amend the original motion to reflect that the budget would, and
37 the original motion would reflect only Exhibit A1 to move forward. Is there
38 any further discussion? Board Member Smith.
39
40 Smith: Thank you Mr. Chairman. I think given the situation, I'm comfortable with
41 making that amendment, but I think that our discussion here today should
42 actually be available to anyone should there be a question about how we
43 arrived at that given the situation that we've got. Thank you. Thank you
44 Mr. Dollahon. Thank you Mr. Chairman.
45
46 Williams: Thank you. Is there any further Board input? Board Member Garrett.

1
2 Garrett: Thank you. And I want to acknowledge the important role that the City
3 plays as our fiscal agent, because they not only have to be a fiscal agent
4 for us and give us good counsel about the Center, they also of course are
5 working on their responsibilities for the City. But we need to understand
6 that they're not one and the same at this point. And so I do believe that
7 it's important and it's a great catch to make sure we have a guarantee of
8 \$901,000, correct, because of the existing JPA. We can expect that
9 amount of money from the City and the County.

10
11 Dollahon: Mr. Chairman. I would assume that's a safe assumption, yes.

12
13 Garrett: Right. And so this is really about saying, "Look, in terms of setting policy
14 and being clear with our colleagues on the Council and on the
15 Commission, this is what we need." And this were, you know we might've
16 wished that we had a better process to work this into the budgeting
17 process for the City and the County but we're being really honest about
18 what the needs are in terms of Animal Services Center. And so it's easier
19 then I think, to negotiate down than it is to say, "Well we passed a budget
20 that assumes that we can work with this lower number," and then try to
21 increase it. I think we are actually at a very important point in the history
22 of the Center and we need to make that clear. We need to make it clear
23 that any reductions are going to hurt the Services Center and the services
24 that are provided to the people of Dona Ana County and the City of Las
25 Cruces. So I think this puts us in a stronger, clearer, less ambiguous
26 position and right now I think that's needed from the budgeting process for
27 both the City and the County.

28
29 Williams: Thank you Board Member Garrett. Any further board discussion? Any
30 public input? Mr. Bryce.

31
32 Bryce: Frank Bryce, Humane Society of Southern New Mexico. I want to say I
33 appreciate the discussion today. The scuttlebutt, the rumor, whatever,
34 however you want to put it, there was a real need for a bigger increase
35 than what I'd thought we were going to discuss here today. I thought we
36 were kind of dead in the water. But for whatever it's worth, HSSNM, as
37 President of that organization, supports what you guys are doing today in
38 saying, "Hey." Tell them what you need. I really agree with Mr. Garrett
39 and Mr. Eakman that it needs to be looked at in a different light. So thank
40 you for what you did so far. Thank you.

41
42 Williams: Thank you. Any further public input? Seeing none, we are voting on the
43 amendment. I plan to abstain. Ms. Baum would you please poll the board
44 including Board Member Dollahon.

45
46 Baum: Board Member Dollahon.

1
2 Dollahon: Yes.
3
4 Baum: Board Member Eakman.
5
6 Eakman: Yes.
7
8 Baum: Board Member Garrett.
9
10 Garrett: Yes.
11
12 Baum: Board Member Smith.
13
14 Smith: Yes.
15
16 Baum: And Chairman Williams is abstaining.
17
18 MOTION APPROVED.
19
20 Williams: That brings us to the main motion to approve the amended Resolution
21 2018-11 for the ASCMV FY19 budget. Is there any Board input? Any
22 public input? Seeing none, Ms. Baum please poll the Board including
23 Board Member Dollahon.
24
25 Baum: Board Member Dollahon.
26
27 Dollahon: Yes.
28
29 Baum: Board Member Eakman.
30
31 Eakman: Yes.
32
33 Baum: Board Member Garrett.
34
35 Garrett: Yes.
36
37 Baum: Board Member Smith.
38
39 Smith: Yes.
40
41 Baum: Chairman Williams.
42
43 Williams: Abstain. The motion passes 4:0 with one abstention, as did 2018-10.
44
45 MOTION APPROVED.
46

1 **VII. Public Input**

2
3 Williams: That brings us to item, gosh I'm bad at Roman numerals, seven. Is it five,
4 six, seven, it's seven. It's a V plus two. That brings us to public input and
5 a coughing fit. Do we have any public input? Please limit it to three
6 minutes. Mr. Bryce. So Mr. Bryce.

7
8 Bryce: Yes sir.

9
10 Williams: Go ahead.

11
12 Bryce: Thank you. Frank Bryce, Humane Society of Southern New Mexico. First
13 of all I want to applaud the effort that was done to get these animals out
14 on the airplane and the transport the following day. That has to be surely
15 seen as an improvement in the population numbers at the shelter. I still
16 have, and let me thank PetSmart and Tractor Supply because they
17 allowed us to go down and pick the crates up when we realized that there
18 was a shortage of crates from the shelter and other organizations to
19 accomplish what we did. And we've had some significant donations and I
20 do want to publicly thank Mr. Dollahon. He may not appreciate me doing
21 that but we really do appreciate his donation and HSSNM donated to
22 cover the cost of the crates. We'll have some more for next time.

23 Anyway, on that issues section I asked for last time, we had a lot of
24 positive comment today but one of the comments that struck me most
25 deeply was the bit about the pests. We've had a pest contract for some
26 time. We were told at the Task Force meeting that the place was still
27 overrun with mice and roaches. And I asked, "Do you have a pest
28 contract?" And he said, "Yes." Well I'd like to have a clarification from the
29 Facilities meetings or something as to what's being done to correct that
30 issue. And I would still like to ask for an issues section where we know
31 what is being addressed, because it is a problem, and we share in it, the
32 public shares in it. Please give us more clarification. I brought one topic
33 to address today, I'm not going to do that right now. I am going to pass
34 out a little pamphlet, or a document that you guys can review at your
35 leisure and then make comments on it to me or to whoever, and I certainly
36 would like to have some because it's an issue that needs to be discussed.
37 May I bring it up and pass it out?

38
39 Williams: Sure.

40
41 Bryce: There are a number of issues that come up that we really need
42 clarification on and see what's being done so that we're not out here in the
43 dark and a lot of our organizations are working hard to support the shelter.
44 So give that some thought. Thank you.

45
46 Williams: Thank you Mr. Bryce. Ms. Zahler.

1
2 Zahler: Good morning Board.
3
4 Williams: Good morning.
5
6 Zahler: Marilyn Zahler, champion for animals. Okay. First of all, and I hope it
7 doesn't count as the three minutes, I very seldom give accolades to this
8 Board, but today I do want to give some accolades. One, to Jess Williams
9 for the great articles he puts into the dog magazine, thank you Jess. I
10 read ...
11
12 Williams: Thank you.
13
14 Zahler: Every single one of your reports and they are great.
15
16 Williams: Thank you.
17
18 Zahler: And also to Mr. Eakman and to Mr. Garrett, Commissioners for today's
19 presentation. I think you did a great job. So I'm very happy about that.
20 Okay. I can't remember what Shakespeare's play, but there was in one of
21 the plays it was, "Please don't kill the messenger." I don't know if the
22 Board's going to like some of the things I have to say today. I had the
23 opportunity, and I thank Mr. Thacker for it, to visit the facility last month but
24 I didn't get to see everything because as you see I walk with a cane now
25 and I get tired earlier. So I have just questions which I don't think Mr.
26 Thacker can answer today but they may be put on the agenda for next
27 month unless the Board answers them. And I want to tell you that having
28 lived through the former Director for almost nine years, I don't think it's
29 possible for Mr. Thacker to get everything done in one year. It's going to
30 take four to five years, all right, because that place is an absolute mess.
31 And you all know it because you got an article from Representative
32 Joanne Ferrary how the other facility that she went to work in fired her in
33 six months. So, and we lived with her for nine years.
34 Okay. I have some real concerns about what's going on at the
35 shelter. Why are we having puppies born in the shelter? Answer:
36 Because we have the females in with the males and they're not sterilized,
37 30 puppies were born and some of the mothers, and thanks to Kelly they
38 got sent out. These females have to be spayed immediately, sterilized,
39 whatever you want to call it.
40
41 Williams: Thirty seconds.
42
43 Zahler: Okay. So you need to take care of that issue. And I want an answer for
44 that, okay. Two: Why are there four dogs in a kennel in the holding area?
45 I visited that part and I've never seen four males and sometimes some
46 females, and the rationale for the females was, "Well, we keep the males

1 from fighting." Now gentlemen, I've known dogs for years and please
2 don't make a fool out of me by saying, "Oh, the males won't fight over a
3 female in heat."
4
5 Williams: Can you please wrap up, Ms. Zahler?
6
7 Zahler: Okay. That's not true. So, and there are four in every kennel and one
8 bed. I would take those beds out because they will fight over them. And
9 the other question is: Why are those dogs especially fed on the floor
10 when there are four dogs in a kennel? Yes, they put the food in separate
11 areas. They each should have a bowl. I don't care how many times you
12 wash that floor, there's bacteria, the dogs are going to urinate on it, and
13 when I went there I saw some feces. So ...
14
15 Williams: Thank you Ms. Zahler.
16
17 Zahler: All right. I just need to finish up.
18
19 Williams: Ms. Zahler, you've ...
20
21 Zahler: I know, please just let me ...
22
23 Garrett: Mr. Chair.
24
25 Williams: Board Member Garrett.
26
27 Garrett: Could we give Ms. Zahler a minute?
28
29 Williams: Sure.
30
31 Zahler: Okay. The females need to be sterilized as soon as they come in, okay,
32 or sterilize all the males. I don't care which you do but I don't want to
33 know that there are puppies born in the shelter. Okay, and if there's not
34 enough funds for spays then I think it's the responsibility of this Board, not
35 Mr. Thacker, this Board to find monies to take care of those animals. And
36 last but not least, I don't know why we're charging \$20 for chipping when
37 the cost of a chip is \$6.35 so you're still making a profit at \$3.65.
38
39 Williams: Thank you Ms. Zahler.
40
41 Zahler: All right. And I hope that next month you would please put on the agenda
42 the question about the 501(c)(3)s, okay, for not-for-profits. I hear via the
43 rumor that's something the City and the County think ...
44
45 Williams: Thank you Ms. Zahler.
46

1 Zahler: Should happen. And I've had 35 years in that field and I would like to
2 explain the pros and cons on it.

3
4 Williams: Thank you.

5
6 Zahler: All right. Thank you and thank you for the extra minute. I appreciate it.

7
8 Williams: Any further public input? Seeing none.

9
10 **VIII. Chair and Board Comments**

11
12 Williams: That brings us to Chair and Board comments. Any comments from the
13 Board? Board Member Dollahon.

14
15 Dollahon: Mr. Chairman, Members of the Board. Thank you. Just two items real
16 quick. The City's Animal Care Task Force meeting was originally
17 scheduled for April 27th which is the last Friday of this month, has been
18 moved to Thursday, April 26th because somebody wants to be out of town
19 for his birthday or something like that, and I don't know who that would be,
20 Clint. But then the other thing is we've had preliminary discussions with
21 ASCMV staff and County staff and we're working on a proposal for the
22 budgetary impacts for the transition if the City were to take over ASCMV in
23 Phase 1 and coordinate with our Animal Control staff. And we also have
24 met with County staff to look at the budgetary impact related to Phase 2.
25 We're hoping to have those numbers by the end of this month, by the
26 month of April, and distribute that to the respective governing bodies for a
27 joint work session to be scheduled in May or June. So that's just
28 informational. We're in the data collection stage and there's a bunch of
29 moving parts related to that. But we can anticipate that the transition
30 wouldn't happen before July 1st but we could make changes thereafter,
31 especially for Phase 1 sometime in FY19, and if we do with Phase 2 if at
32 all, would most likely happen somewhere around the beginning of FY20 if
33 at all, or sometime after that.

34
35 Williams: Thank you Board Member Dollahon. Any further Board input? Seeing
36 none, I'll just say that I was able to stop by yesterday for the pizza party for
37 the Animal Control Officers and it looked like it was a lot of fun.
38 Everybody was, there was a crowd there from both City and County and it
39 was a great event. Thank you for all the work that you did from the staff
40 and the Volunteer Coordinator to put it together, and thank you to the
41 Animal Control agencies for attending. It was really a lot of fun. And I
42 want to give a big shout-out to, well first to Kelly Barker for putting together
43 the flight that went out, but also to Representative Ferrary when Kelly put
44 out a plea the morning, the day before the flight she put out a plea and
45 said, "I need \$1,800 bucks to buy more crates." And two seconds later an
46 e-mail popped up from Representative Ferrary saying, "I'll start this off

1 with \$100 donation and ask seventeen of my friends to do the same." So
2 she really stepped up to that and I appreciate that. And also, we
3 mentioned in the Zero in Seven report that it was Sue Peterson's birthday
4 but also Michel Meunier celebrated a birthday earlier this week. So those
5 are two of our animal advocates and partners with the shelter. So we
6 want to say "Happy birthday!" to both of them, and with that I'll shut up.
7

8 **IX. Adjournment (11:05 AM)**
9

10 Williams: And that brings us to item number nine which is adjournment and if there
11 is no objection we are adjourned.
12

13 **BOARD OF DIRECTORS**

14 _____
15 Kasandra Gandara, Chairman
16

17 _____
18 Jess C. Williams, Vice Chairperson
19

20 _____
21 Jack Eakman, Board Member
22

23 _____
24 Billy G. Garrett, Board Member
25

26 _____
27 Ramon Gonzales, Board Member
28

29 _____
30 Gregory Z. Smith, Board Member
31

32 ATTEST:
33
34

35 _____
36 Scott A. Krahling, County Clerk
37
38
39
40
41
42

MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors
From: Maria Villa, Accounting Manager **Initials:** *UVS for MV*
Date: May 8, 2018 **File #:**
F-18-149
Subject: Animal Service Center of the Mesilla Valley Financial Report
Unaudited April 30, 2018.

Attached are the unaudited preliminary financial results of the Animal Service Center operations for the period ending April 30, 2018. Some observations for your consideration:

- The Statement of Net Position (page 1) shows cash of \$360,831. There is no outstanding Accounts receivable balance for the General Fund.
- The outstanding payroll liabilities are \$75,642 for the General Fund. There is an outstanding accounts payable balance of \$3,913.
- The Capital Projects Fund shows cash of \$531,923. There is also an outstanding Grant receivable in the amount of \$32,378 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 \$1,829,147. YTD operating expenditures are at \$2,014,072, which results in a decrease in Net Fund Balance of \$184,925.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 3) indicates 82.2% of budgeted revenues and 81.4% of budgeted expenditures have been recognized. The current budget parameter for this month is 83.3%.

Sincerely,

Maria Villa, MBA, CFE

CC: Rosie Duran, CGFM. CGPM, Financial Services Director **Initials:** *RJD*

**Animal Service Center of the Mesilla Valley
Statement of Net Position
April 30, 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>
Assets				
Current Assets				
Cash & investments	\$ 360,831	\$ 531,923	\$ -	\$ 892,754
Accounts receivable	-	32,378	-	32,378
Total Current Assets	<u>360,831</u>	<u>564,301</u>	<u>-</u>	<u>925,132</u>
Capital Assets				
Equipment, net of accum depr	-	-	272,265	272,265
Total Capital Assets	<u>-</u>	<u>-</u>	<u>272,265</u>	<u>272,265</u>
Total Assets	<u>\$ 360,831</u>	<u>\$ 564,301</u>	<u>\$ 272,265</u>	<u>\$ 1,197,398</u>
Liabilities				
Current Liabilities				
Accounts payable	\$ 3,913	\$ -	\$ -	\$ 3,913
Accrued payroll liabilities	75,642	-	-	75,642
Total Current Liabilities	<u>79,555</u>	<u>-</u>	<u>-</u>	<u>79,555</u>
Fund Balance				
Required reserve	206,138	-	-	206,138
Unassigned	75,138	564,301	272,265	911,704
Total Fund Balance	<u>281,276</u>	<u>564,301</u>	<u>272,265</u>	<u>1,117,842</u>
Total Liabilities and Fund Balance	<u>\$ 360,831</u>	<u>\$ 564,301</u>	<u>\$ 272,265</u>	<u>\$ 1,197,398</u>

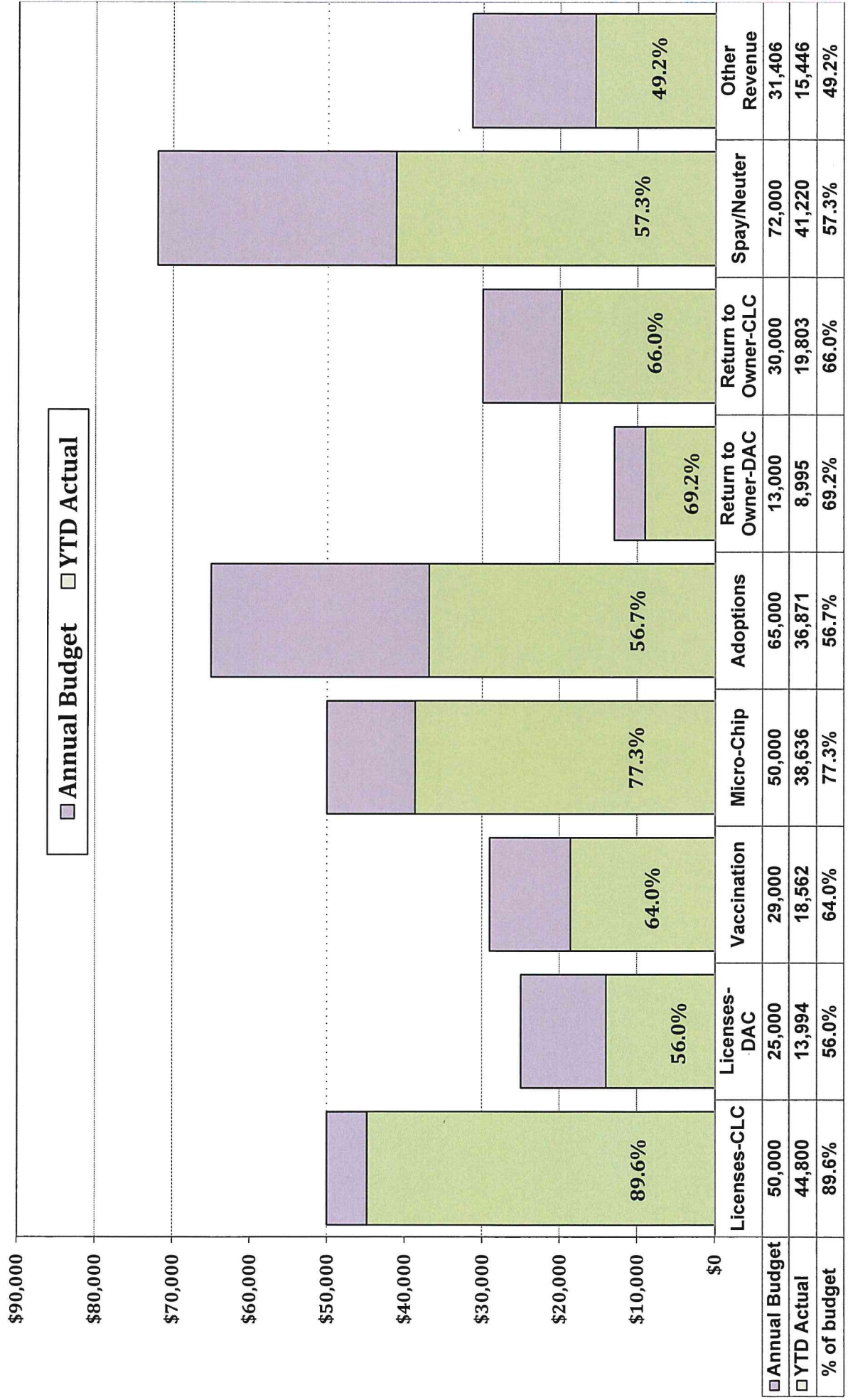
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
For the Period Ended April 30, 2018 (Unaudited)**

	General Fund 7440 Actual	Capital Projects 7441 Actual	Fixed Assets 9440 Actual	Total
Revenues				
Pet licenses CLC	\$ 44,800	\$ -	\$ -	\$ 44,800
Pet licenses DAC	13,994			13,994
Vaccinations	18,562	-	-	18,562
Pet micro-chip	38,636	-	-	38,636
Onsite adoptions	36,871	-	-	36,871
Return to owner-Dona Ana County	8,995	-	-	8,995
Return to owner-City of Las Cruces	19,803	-	-	19,803
Spay/neuter	41,220	-	-	41,220
Dona Ana County	773,897	-	-	773,897
City of Las Cruces	773,897	-	-	773,897
City of Anthony	2,835	-	-	2,835
Donations & memorials	23,027	50,574	-	73,601
City of Sunland Park	600			600
Village of Hatch	175			175
Other revenue	14,671	52,683	-	67,354
Investment income	17,162	-	-	17,162
Total revenues	<u>1,829,147</u>	<u>103,257</u>	<u>-</u>	<u>1,932,402</u>
Expenditures				
Personnel	1,171,176	-	-	1,171,176
Temp agency services	131,654	-	-	131,654
Repairs and maintenance	38,612	-	-	38,612
Services	393,103	-	-	393,103
Supplies	191,682	-	-	191,682
Insurance	52,434	-	-	52,434
Other	35,412	-	-	35,412
Depreciation & amortization	-	-	31,372	31,372
Capital outlay	-	32,560	-	32,560
Total expenditures	<u>2,014,072</u>	<u>32,560</u>	<u>31,372</u>	<u>2,078,003</u>
Net Operating Income (Loss)	<u>(184,925)</u>	<u>70,697</u>	<u>(31,372)</u>	<u>(145,600)</u>
Transfers	(355,000)	355,000	-	-
Net Change in Fund Balance	<u>(539,925)</u>	<u>425,697</u>	<u>(31,372)</u>	<u>(145,600)</u>
Net Investment in Capital Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Beginning Fund Balance	<u>821,201</u>	<u>138,605</u>	<u>303,637</u>	<u>1,263,443</u>
Ending Fund Balance	<u>\$ 281,276</u>	<u>\$ 564,301</u>	<u>\$ 272,265</u>	<u>1,117,842</u>

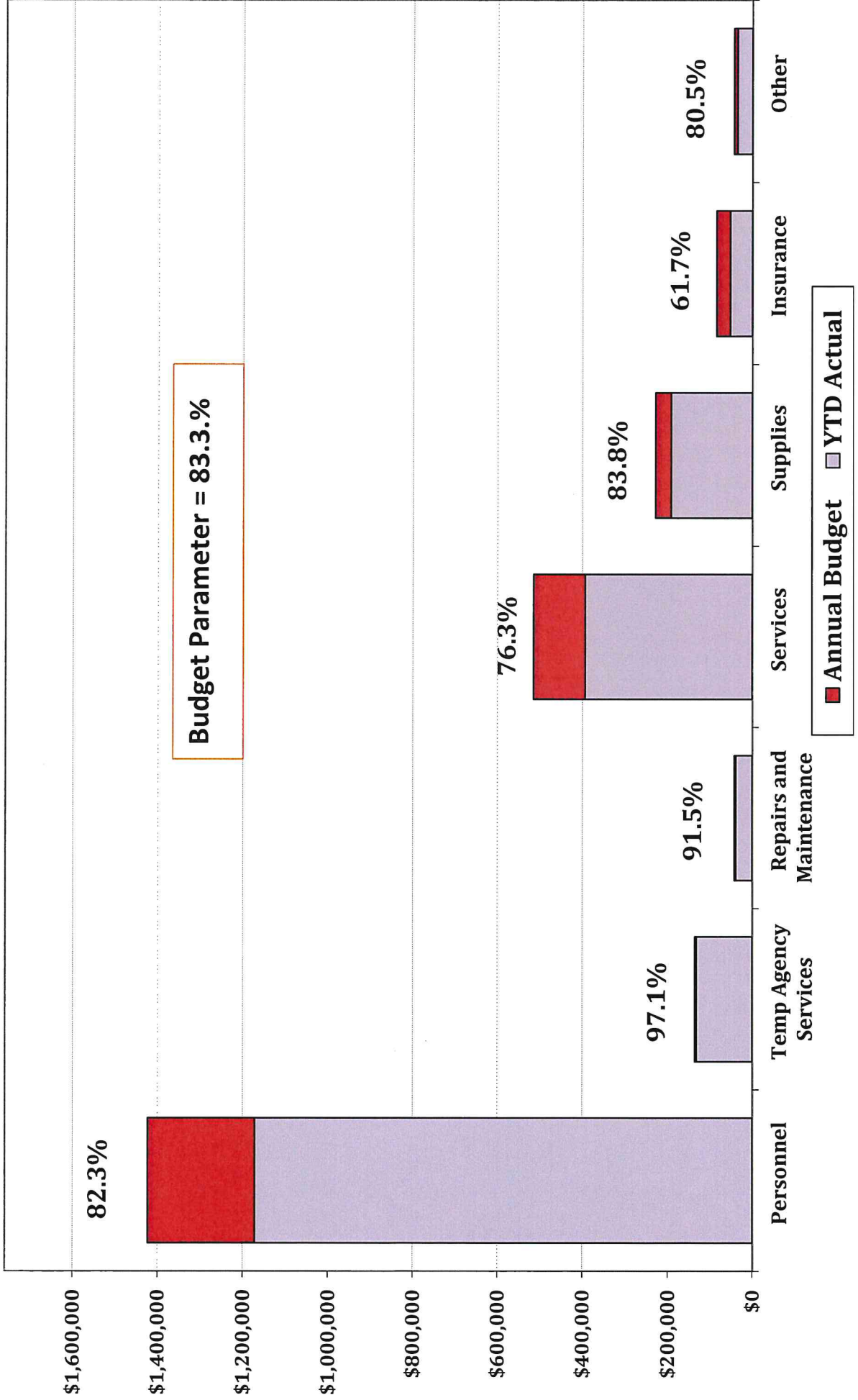
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance - Budget and Actual
For the Period Ended April 30, 2018 - Fund 7440 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses CLC	\$ 50,000	\$ 44,800	89.6%
Pet licenses DAC	25,000	13,994	56.0%
Vaccinations	29,000	18,562	64.0%
Pet micro-chip	50,000	38,636	77.3%
Onsite adoptions	65,000	36,871	56.7%
Return to owner-Dona Ana County	13,000	8,995	69.2%
Return to owner-City of Las Cruces	30,000	19,803	66.0%
Spay/neuter	72,000	41,220	57.3%
Dona Ana County	901,787	773,897	85.8%
City of Las Cruces	901,787	773,897	85.8%
City of Anthony	7,000	2,835	40.5%
Donations & memorials	27,000	23,027	85.3%
Grant Revenue	-	-	0.0%
City of Sunland Park	6,000	600	10.0%
Village of Hatch	240	175	72.9%
Other revenue	31,406	14,671	46.7%
Investment income	16,535	17,162	103.8%
Total revenues	<u>2,225,755</u>	<u>1,829,147</u>	82.2%
Expenditures			
Personnel	1,422,803	1,171,176	82.3%
Temp agency services	135,650	131,654	97.1%
Repairs and maintenance	42,200	38,612	91.5%
Services	515,252	393,103	76.3%
Supplies	228,750	191,682	83.8%
Insurance	85,000	52,434	61.7%
Other	44,000	35,412	80.5%
Total expenditures	<u>2,473,655</u>	<u>2,014,072</u>	81.4%
Net income (loss)	<u>(247,900)</u>	<u>(184,925)</u>	
Transfer to capital from operations	<u>355,000</u>	<u>355,000</u>	
Net change in fund balance	<u>\$ (602,900)</u>	<u>(539,925)</u>	
Beginning Fund Balance		<u>821,201</u>	
Ending Fund Balance		<u>\$ 281,276</u>	

**Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date- April 2018
Revenues *not* including CLC or DAC Contributions**



**Animal Service Center of the Mesilla Valley
Annual Budget vs. Actual Year-To-Date
April 2018 - Expenditures**



Animal Services Center of the Mesilla Valley

Monthly Statistics Report-March 2018

INTAKE	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Other Animals Total (non-dog/cat)	Total
City of Las Cruces											
Owner Surrender	51	6								0	57
Returned Adoptions	10	1								0	11
Seized from Owners	11	1								0	12
Strays (brought in by the public)	62	19			1					1	82
Strays (brought in by Animal Control)	128	72	1				2	3	1	7	207
Wildlife							1		5	6	6
Subtotal City of Las Cruces	262	99	1	0	1	0	3	3	6	14	375
Doña Ana County											
Owner Surrender	53	5								0	58
Returned Adoptions	1	0								0	1
Seized from Owners	1	0								0	1
Strays (brought in by the public)	38	22								0	60
Strays (brought in by Animal Control)	136	85					1			1	222
Wildlife										0	0
Subtotal Doña Ana County	229	112	0	0	0	0	1	0	0	1	342
Anthony, NM	37	19								0	56
Hatch, NM	1	0								0	1
Sunland Park, NM	3	0								0	3
Jurisdiction Unknown/Other	4	5								0	9
Total Intake	536	235	1	0	1	0	4	3	6	15	786

OUTCOME (city and county)	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Other Animals Total (non-dog/cat)	Total
Admin Missing											
Foster-Escaped										0	0
Foster-Lost Contact										0	0
Foster-Stolen From										0	0
FTA-Escaped	1									0	2
FTA-Lost Contact										0	0
FTA-Stolen										0	0
Offsite-Missing										0	0
Offsite-Stolen From										0	0
Shelter-Escaped										0	0
Shelter-Missing	1									0	1
Shelter-Stolen										0	0
Subtotal Admin Missing	2	1	0	0	0	0	0	0	0	0	3
Adoptions	113	40	2							2	155
Expired in Shelter	19	6								0	25
DOA	28	23	1					1	2	4	55
Return to Owner	102	31						2	2	2	135
Transferred Out (Rescues)	208	167			1					1	376
Wildlife Release							1		4	5	5
Owner Request Euthanasia	38	6								0	44
Euthanized											
Age - Too Old	3	0								0	3
Age - Too Young	0	0								0	0
Behavior - Aggressive - Dog	15	0								0	15
Behavior - Aggressive - Human	6	0								0	6
Behavior - High Arousal Level	5	0								0	5
Behavior - Resources Guarding	8	0								0	8
Behavior - Timid	0	0								0	0
Behavior - Timid - Fear Biter	14	0								0	14
Breed - Medical	0	0								0	0
Court Order	0	0								0	0
Eliminator	0	0								0	0
Failure to Thrive	0	0								0	0
Feral	2	0								0	2
Hit by Car	3	3								0	6
Medical Issues	5	5					1			1	11
Medical - Animal Attack	0	0								0	0
Medical - Distemper - TX	0	0								0	0
Medical - Distemper - Non TX	0	0								0	0
Medical - Felv	0	0								0	0
Medical - FIV	0	0								0	0
Medical - HW Positive	0	0								0	0
Medical - Kennel Cough - TX	0	0								0	0
Medical - Kennel Cough - Non TX	4	0								0	4
Medical - Liver Failure	0	0								0	0
Medical - Mange - TX	0	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)	Other Animals Total (non-dog/cat)	Total
Medical - Mange - Non TX	1	0								0	1
Medical - Mass	1	0								0	1
Medical - Neurological	0	0								0	0
Medical - Parvo - TX	0	0								0	0
Medical - Parvo - Non TX	1	0								0	1
Medical - Pneumonia	5	0								0	5
Medical - Pregnant	0	2								0	2
Medical - Prolapse	0	0								0	0
Medical - Ringworm	0	0								0	0
Medical - Tick Borne Disease	0	0								0	0
Medical - URI - TX	0	3								0	3
Medical - URI - Non TX	1	1								0	2
Rabies Suspect	0	0								0	0
Space	0	0								0	0
Space - Pitbull Breed	0	0								0	0
Subtotal Euthanized	74	14	0	0	0	0	1	0	0	0	89
Euthanasia Rate	13.8%	6.0%	na	na	na	na	25.0%	na	na	6.7%	11.3%
Total Outcome	584	288	3	0	1	0	2	3	6	15	887

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Other Animals Total (non-dog/cat)	Total
City Clinic (includes outside surgeries, vaccinations, and microchips)	55	24								0	79
County Clinic (includes outside surgeries, vaccinations, and microchips)	39	12								0	51
Jurisdiction Unknown	1	0								0	1
Subtotal Clinic In	95	36	0	0	0	0	0	0	0	0	131
Clinic Out (includes outside surgeries, vaccinations, and microchips)	65	35								0	100

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Other Animals Total (non-dog/cat)	Total
Intake*	536	235	1	0	1	0	4	3	6	15	786
Outcome*	584	288	3	0	1	0	2	3	6	15	887

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Other Animals Total (non-dog/cat)	Total
Live Release Rate	85.1%	94.4%	100.0%	na	100.0%	na	50.0%	100.0%	100.0%	90.9%	88.3%
Euthanized, Expired in Shelter, DOA	121	43	1	0	0	0	1	1	2	5	169
Average Intake/day	17.3	7.6	0.0	0.0	0.0	0.0	0.1	0.1	0.2	0.5	25.4
Average Outcome/day	18.8	9.3	0.1	0.0	0.0	0.0	0.1	0.1	0.2	0.5	28.6
Average Euthanizations/day	2.4	0.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.9
Average RTO/day	3.3	1.0	0.0	0.0	0.0	0.0	0.0	0.1	0.0	0.1	4.4
Average Adoptions/day	3.6	1.3	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.1	5.0

* 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 match.