



CITY HALL  
P.O. BOX 20000  
LAS CRUCES, NM 88004

700 N. Main St.  
PHONE (575) 541-2067

**Board of Directors Meeting  
Thursday, February 22, 2024 at 9:00 AM  
City Hall  
Conference Room 2007 B/C**

**Meeting will not be televised.**

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	Page
<b>1. <u>CALL TO ORDER AND PLEDGE OF ALLEGIANCE</u></b>	
<b>2. <u>DETERMINATION OF QUORUM</u></b>	
<b>3. <u>ACCEPTANCE OF AGENDA</u></b>	
<b>4. <u>MINUTES FOR APPROVAL</u></b>	
4.1. Approval of the Minutes from the regular ASCMV Board Meeting held on January 25, 2024. <a href="#">01-25-24 ASCMV Minutes</a>	3 - 11
<b>5. <u>REPORTS/PRESENTATIONS</u></b>	
5.1. City and County ACO Reports - City Animal Control and County Animal Control	
5.2. Shelter Statistics/Activities - Clint Thacker <a href="#">JANUARY 2024 STATISTICS REPORT</a>	12 - 14
5.3. ASCMV 2023 Annual Report - Clint Thacker	
5.4. Committee Reports a. Finance - Manuel Sanchez, Board Chair b. Executive - Manuel Sanchez, Committee Chair c. Facilities - Clint Thacker, Exec. Director <a href="#">ASCMV UNAUDITED FINANCIAL STMTS FY24-07-JANUARY 2024 - signed</a>	15 - 25
<b>6. <u>ACTION ITEMS</u></b>	
6.1. Selection of salary survey increase option.	
<b>7. <u>PUBLIC INPUT</u></b>	
<b>8. <u>CHAIR AND BOARD COMMENTS</u></b>	

9. **ADJOURNMENT**

**Next Meeting: Thursday, March 28, 2024**

**ANIMAL SERVICE CENTER OF MESILLA VALLEY**

**January 25, 2024 at 9:00 a.m.**

**BOARD MEMBERS PRESENT:**

- Becki Graham - Board Member
- Becky Corran - Board Member
- Christopher Schaljo-Hernandez – Board Member (arrived 9:14)
- Fernando Macias - Board Member (arrived 9:09)
- Barbara Bencomo - Ex-Officio Member
- Mary Lou Ward - Ex-Officio Member

**BOARD MEMBERS ABSENT:**

- Manuel Sanchez - Chairman
- Yvonne Flores - Board Member

**1. Call to Order & Pledge of Allegiance (9:04 a.m.):** Chair Corran called the meeting to order.

**2. Determination of Quorum:** A quorum was determined to be present.

**3. Acceptance of the Agenda:** Motion by Board Member Graham, second by Board Member Bencomo. Motion passed.

**4. Minutes**

**4.1 Approval of the Minutes from ASCMV Meeting December 21, 2023:** Motion by Board Member Bencomo, second by Board Member Graham. Motion passed.

**5. Reports/Presentations**

**5.1 Class and Compensation Study by Public Sector Personnel Consultants:**

Clint Thacker introduced Bob Longmire of Public Sector Personnel Consultants who performed the study requested regarding where ASCMV salaries fall in relation to other public entities. Mr. Longmire has already presented his study to the Finance Committee and now will present for the full Board.

Bob Longmire reported the results of the compensation study. He has performed studies for cities in California and Texas as well as Las Cruces. The study is to help recruit and retain personnel. ASCMV's existing salary schedule is out of date. There are more open jobs than there are people

1 applying for them. Mr. Longmire studied the list of similar services in the  
2 state, then added more from the area and in Texas to compare ASCMV's  
3 salary schedule to the market. ASCMV's actual payroll data is not as  
4 behind as the salary schedule. The schedule is on average 28% behind  
5 at midpoint. Mr. Longmire recommends using the City's new salary  
6 schedule as the framework for ASCMV's schedule and add the jobs to it  
7 according to the midpoints of the market ranges. Existing employees  
8 should move through the new ranges at the same pace as the City is using  
9 for their employees. He recommended that the entire payroll should  
10 receive at least a 4% increase. Following all these suggestions should  
11 raise payroll by roughly \$150,000 overall. He reminded the Board that  
12 clear communication with employees is very important so that they do not  
13 feel undervalued. Regular COLA increases is very important to keep the  
14 salary schedule even with the market. Mr. Longmire suggested calculating  
15 the ASCMV employees' COLA by averaging the amounts from the City and  
16 County every year.

17  
18 Currently half of the employees have less than two years on staff. These  
19 are the caregivers and other low-paid employees; ASCMV recently raised  
20 their salary and this seems to be helping with retention rates. The average  
21 employee has 3.9 years.

22  
23 This study will be used to bring recommendations before the Board starting  
24 in this budget year and carrying on into the next.

25 **5.2 City and County ACO Reports - City and County Animal Control:**

26 Bryan Hulseley reported on December 2023 with 305 reported stray animals,  
27 174 were picked up which included 25 cats and 149 dogs. This included 10  
28 sick/injured with two cats and eight dogs. There were 24 owner surrenders  
29 which were all dogs. A four-year comparison was shown. A four-year  
30 return to owner comparison was shown. This December there were 39  
31 animals field returned to owners. Additional animals picked up were: No  
32 owner surrender cats, 24 owner surrender dogs, 10 sick/injured animals, 6  
33 welfare hold animals, and no cruelty cases. There were seven shelter  
34 quarantines and three home quarantines. There are three dogs in live  
35 evidence awaiting court. There were no rabies submissions. There were  
36 17 diverted intakes. There were 472 education and the total calls was 731  
37 for December 2023. The breakdown per district was shown. Reasons for  
38 owner release: Six dogs were from owners who could not take care of  
39 them; two were aggressive; two were sick/old/injured; five were vicious or  
40 involved in livestock attacks; two were unable to be kept on the property;  
41 seven of them the owners were unable to handle. Totals for the end of year  
42 2023: Stray calls 3,421; stray cats picked up 216; stray dogs picked up 613;  
43 field Return to Owners 314; total calls of service 8,832.

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Gino Jimenez reported the City's numbers for December 2023. There were 477 stray calls; 213 gone on arrival; 264 apprehended; 205 were impounded at ASCMV; 152 were dogs and 53 were cats. Successful field RTO 59 animals and 18 were unsuccessful attempts to RTO. These animals had some sort of identification but ACOs were unable to get some of them back to their owners. This made a total of 77 identifiable animals. Grand total of stray calls for 2023 after including the December totals was 6,026. The Peak Performance report shows that this month City ACOs fell a bit short of their goal of 65% minimum secured animals with a total of 61.2%. Three-year field RTO comparison shows a grand total of 564 successful this year. The Peak Performance goal is 25% of all strays captured; this month ACOs achieved 15.2%. The community cat program totals: ACOs responded to 43 cats in traps with eight already marked. This brings numbers up to 737 trap calls and 136 community cats released. Reasons for owner surrendering animals: Four were for health issues; two were euthanasia requests; four dogs the owners could not keep in the yard; three dogs the owners had too many; three dogs for aggression; three dogs the owners could no longer afford to care for them; three cats the owner was evicted and no longer able to care for them; two dogs the housing would not allow on their property; three cats for health issues and they could not afford veterinary care; one dog euthanized for old age; one dog injured in a dog fight; one dog's owner was in the hospital and could no longer care for it; and one cat's owner was moving and could not take it along. Reasons unable to field RTO: All 18 had no contact by phone or at the residence. Peak Performance measures not previously discussed: 10% reduction of stray animal bite responses was not met, as there was a 7.3% increase in stray animal bite with 136 this year versus last year's 126; 10% reduction in owner victim bites was also not met, with 7.3% increase with 95 in 2023 versus 88 in 2022. Total calls for the month are 1,007 bringing the year total to 13,962. Three ACOs participated in the yearly Shop with a Cop program at the Walton Walmart. All ACOs attended four hours of traffic control training so they can help keep people safe at accidents if they arrive before the police.

**5.3 Shelter Statistics/Activities:**

Clint Thacker reported the December 2023 numbers. Population at the Center was 348. Intake was 756 animals with 570 dogs and 169 cats. Intake methods: ACOs brought in 53% with 402; strays by public 19%; owner surrender 18%. December returns after adoptions were 13 animals; five of those dogs had behavior problems. December and January tend to have higher return rates due to pets being adopted as gifts and the recipient refuses the animal. Diverted intake numbers were shown. Outcomes: 28% were adopted; reclaims were 17.5%; rescued was 24%; 47 were community cats; 31.5% were euthanized; so the live release

1 rate was 71%. Mr. Thacker thanked the rescues taking pets out and  
2 showed the transfer statistics. Euthanasia reasons in December include  
3 space/behavior for dogs since there is nowhere to keep and train them;  
4 aggression for dogs; for cats it is mostly for respiratory signs; again, there  
5 is nowhere to hospitalize them. The surgery team has done 4,026 surgeries  
6 up to December. The 179 volunteers did 609 hours this December. The  
7 dog walking team and cat team are amazing. Visitors were 1,634. People  
8 came in to see the new Center as well as see the animals. Website views  
9 at 35,522. Facebook views were 18,764. People really enjoy any photos  
10 of Sir Henry the Lobby Cat, and views shoot up whenever he is posted.  
11 Facebook events and the Dona Ana County partnership with Home for the  
12 Holidays were pushed in December. Upcoming events include adoptions  
13 at Village Hardware on February 3; adoptions at Petco on February 10;  
14 adoptions at PetSmart on February 17; and adoptions at Tractor Supply on  
15 February 24. The ASCMV drive-through vaccination clinic will be on  
16 February 25; free microchips will be provided and staff is seeking  
17 sponsorships to be able to provide free vaccines. Pets of the week are  
18 Jackie and Percy.  
19

20 Mr. Thacker explained that the new Center was never intended to replace  
21 the old Center. The new Center was always intended to enhance the  
22 visitors' experience when coming to adopt a pet. The old Center was  
23 intended to become the medical facility. There are currently adoptable  
24 animals in both Centers due to the fact that the current stage is in transition.  
25 Visitors can request the animal they want to see at the new Center and it  
26 will be brought up if it is kenneled in the old Center. Mr. Thacker asked staff  
27 and volunteers to come up with ideas to help get the animals seen more.  
28 One volunteer suggested having the volunteers host tours of both Centers.  
29 This will take the burden off of staff who need to do other jobs. The Kennel  
30 Supervisor is slowly starting to empty the kennels in the old Center except  
31 for aggressive animal holds.  
32

#### 33 **5.4 Committee Reports**

34  
35 **Finance - Barbara Bencomo, Committee Chair:** Chair Bencomo  
36 reminded the Board that the Finance Committee meetings are held  
37 alternately at City Hall and the ASCMV. The Committee went over the  
38 compensation study from Bob Longmire and discussed implementation  
39 issues, timing, proposals, and options. Accounting provided the quarterly  
40 report and Michael Fuccini analyzed the numbers and went over it with the  
41 Committee. The Joint Powers Agreement went to Department of Finance  
42 and Administration Legal at the State about three weeks ago. Ms. Bencomo  
43 planned to request an update. She suggested that the Executive  
44 Committee have a discussion related to transitioning to the new JPA in  
45 order to be prepared for when that is approved and implemented. Ms.  
46 Bencomo has started working with the City Land Management Department

1 to develop a lease between the City and ASCMV for the use of facilities, as  
2 the JPA calls for it.

3  
4 Michael Fuccini reported the financials as of December 31,  
5 2023. Statement of Net Position: General Fund has cash \$1.295 million;  
6 no receivables; accounts payable negative \$6,232; liabilities and revenues  
7 collected in advance with unassigned balance of \$965,000 bringing the total  
8 liabilities in fund balance equal to the cash available. Contributions from  
9 both County and City \$1.176 million, other revenue \$192,1000 bringing the  
10 total to \$2.545 million. Expenditures were \$1.8 million. Actual totals  
11 compared to budget showed slightly higher revenues and slightly lower  
12 expenditures. Revenues tend to be higher at the beginning of the fiscal  
13 year and expenditures tend to be higher in the middle.

14  
15 **Executive – Manuel Sanchez, Committee Chair:** Manuel Sanchez is not  
16 here and Chair Corran had nothing to report.

17  
18 **Facilities - Kasandra Gandara, Committee Chair:** Kasandra Gandara  
19 has left the ASCMV Board, so a new chair needs to be chosen. Clint  
20 Thacker reported that he and Marylou Ward met to discuss issues at the  
21 Center. They are working with Baca Fence to see about the tops of the  
22 kennels. They have given a great price and are working to become vendors  
23 with the City so they can finish those kennels. The new washers and dryers  
24 have developed issues and there are strenuous discussions with the  
25 contractors regarding the installation. However, overall Mr. Thacker is  
26 pleased with the contractors' response whenever a warranty issue  
27 throughout the building pops up.

28  
29 **6. DISCUSSION ITEMS:**

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31 **6.1 Election of Officers:**

32  
33 It was suggested to postpone/table election of officers as when the JPA is  
34 approved, it is anticipated that the Board will be completely restructured.  
35 After that, election of officers would be more appropriate.

36  
37 Motion to table by Board Member Macias, second by Board Member  
38 Graham. Motion passed.

39  
40 **6.2 Committee Members Appointments:**

41  
42 Chair Corran indicated that she expected the JPA to restructure the  
43 committees as well, but until that time committee members are needed.  
44 Board Member Schaljo-Hernandez volunteered to join the Executive  
45 Committee. Board Member Graham volunteered to join the Finance  
46 Committee.

1  
2 **6.3 February Meeting Date/Time:** Thursday, February 22, 2024. This  
3 meeting room will be unavailable at 9:00 a.m. and so the alternative venue  
4 will be researched and Board Members will be notified.  
5

6 **7. ACTION ITEMS:**  
7

8 **7.1 Resolution 2024-01: A Resolution to accept a \$42,420 award from the**  
9 **State of NM Animal Care and Facility Fund for spay and neuter**  
10 **services and to adjust the adopted FY24 budget:**  
11

12 Clint Thacker discussed the grant. The Board Members' packet included  
13 the information. This money will be used for spay and neutering, primarily  
14 for feral cats.  
15

16 Motion by Board Member Graham, second by Board Member Macias.  
17 Motion passed.  
18

19 **8. PUBLIC INPUT:**  
20

21 Kathy Stark, Member of the Public asked for clarification regarding implementation  
22 of the compensation study. Chair Corran believed that some things will be  
23 implemented this fiscal year and definitely more things next year. Ms. Stark  
24 reminded the Board that the veterinary position was posted in 2021 and really  
25 wants a veterinarian to be recruited at a competitive rate. She asked about the list  
26 of veterinarians that had been provided to Clint Thacker and if anything has been  
27 done about it. She asked for clarification regarding the microchip information for  
28 community cats. She does not like that the cats she is taking care of are chipped  
29 to the shelter and requested that a consistent rule be created to apply to all the  
30 community cats.  
31

32 Cheryl Haine, Member of the Public is in the process of creating a nonprofit  
33 organization called Animal Spaces. The mission is to keep animals out of the  
34 shelter. She transports animals to Delaware, Missouri, Ohio, and other places.  
35 She attended a partial tour of the new shelter and feels that the new shelter is  
36 beautiful. She wished to see the animals from the old building and was told that if  
37 the staff had time they would bring an animal down. Ms. Haine was told there was  
38 not enough staff to clean the old building in time for a tour. She went back later  
39 and it took two hours to see eight dogs. She felt that she should be allowed to  
40 walk through the building and see all the dogs much faster. She did not understand  
41 why a staff member should be needed to attend a visitor the whole time. She  
42 discussed a dog that did not do well at the shelter and indicated that the shelter  
43 should be open to the public so people can see what is going on and see all the  
44 animals to increase their adoption chances.  
45



1 Renee Chavez, Member of the Public is a community advocate for animals. She  
2 is raising her grandchildren and training them to be shelter volunteers. She was  
3 concerned that fosters are not allowed to adopt their foster animals. She felt that  
4 the fosters should have the first right to adopt their fosters and that this should be  
5 included in the handbook. She also suggested adding another foster coordinator  
6 or making the current one more accessible. She would like to schedule meetings  
7 with Clint Thacker later regarding her concerns.  
8

9 Bridget Burris, Member of the Public asked about what the Board plans to do to  
10 get to a no-kill status. She reminded the Board that the population of Las Cruces  
11 is growing, not shrinking. She visited the Espanola shelter and saw that their  
12 animals have veterinary care 12 days of every week, while Las Cruces only has  
13 five days. She was very concerned about getting veterinarians on staff and  
14 increasing spay and neuter activities to help reduce euthanasia rates.  
15

16 Member of the Public commented that the bureaucracy involved in getting help  
17 with spaying and neutering animals reduces the number of people who will bother  
18 to get their animals altered. She suggested a simpler program for low- and middle-  
19 income people to use. Local veterinarians are overwhelmed and it takes three to  
20 six weeks to get their animal in to have it altered. She suggested a flat rate for  
21 animals to be neutered.  
22

23 MaryAnn Costa, Member of the Public commented that the town she moved here  
24 from took ten years to finally succeed at becoming no-kill. She has rescued several  
25 pets and kept them. She applauded fosters for doing the hard work. She  
26 suggested that the old building be used partly for medical and partly for overflow  
27 intake animals rather than entirely medical. She suggested subcontracting general  
28 cleaning services until the new budget and compensation are implemented. She  
29 felt that it is difficult to choose a pet from a photo book and this reduces adoptions  
30 and that the animals should all be available for viewing.  
31

32 Janine Trujillo, Member of the Public visited the shelter and walked through the  
33 maze of kennels, as the puppy she was interested in was with its foster and  
34 unavailable to meet. She saw a very thin dog and adopted it. With proper  
35 veterinary care, he is now healthy and a great pet. She wanted people to be able  
36 to see those overlooked pets.  
37

38 Vanessa Chastain, Foster Coordinator at ASCMV reported that the foster  
39 handbook indicates a foster may adopt their animal if they have fostered at least  
40 three months. The foster has to do the same process as anyone else. When the  
41 rescues choose those animals, the fosters realize that they do not want to give it  
42 up and so ASCMV asks the rescues if the foster may keep the animal. If the rescue  
43 has committed the animal to someone else, the foster will not be allowed to adopt  
44 it. ASCMV is working on a way to give the fosters more opportunities to adopt and  
45 if they do not want to adopt, they will sign a rescue agreement. Ms. Chastain is  
46 available to meet by appointment. She believes that increasing the number of

1 animals in foster care will increase the live release rate and so is constantly  
2 working to find more foster homes.

3  
4 Clint Thacker discussed the community cats microchip information. All a caretaker  
5 has to do is ask the information to be changed when the animal comes into the  
6 shelter for neutering. He commented that most people do not want their  
7 information connected to those cats. He commented that there is a full-time  
8 veterinarian on staff. She is the Medical Director of the shelter and surgeries  
9 happen almost every weekday, including some weekends when there are  
10 contracted veterinarians doing surgeries. When every single staff member comes  
11 to work, the shelter meets the minimum standard of care with the cleaning. Almost  
12 every day, at least one person calls in sick. Therefore, the staff who do show up  
13 have to do all the cleaning and it is generally not finished by noon, when the shelter  
14 opens for adoption. He reported that only in the last few months of operation of  
15 the old building and only in a few areas were the kennels open to the public. The  
16 shelter is currently in the process of bringing in more people to keep things up.

17  
18 Chair Corran thanked the volunteers and their Coordinator for all their help in trying  
19 to solve problems at the shelter.

20  
21 **9. CHAIR AND BOARD COMMENTS:**

22  
23 Marylou Ward commented that neutering animals is very important because they  
24 are less likely to roam around and be picked up by ACOs. She commented that  
25 the Dona Ana County partnership with SNAP has helped neuter 386 animals since  
26 June 2023. They have also provided rabies vaccinations for 246 animals and  
27 microchips for 116. She commented that Mr. Macias is working to help get a  
28 veterinarian to go out in the rural areas to do neutering and there is an interview  
29 scheduled for tomorrow.

30  
31 Fernando Macias commented that the County is trying to start a pilot project to  
32 have a veterinarian do mobile neuter surgeries, possibly starting in the south  
33 county area. He hopes to do enough surgeries to have a noticeable decrease in  
34 number of strays picked up. If the pilot project worked out, the County would hope  
35 to get others to do mobile surgeries routinely.

36  
37 **10. Adjournment (11:02 p.m.)**

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39 Motion by Board Member Schaljo-Hernandez, second by Board Member Graham.  
40 Meeting adjourned.

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42 **BOARD OF DIRECTORS**

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46 Manuel Sanchez, Chairperson

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Becki Graham, Board Member

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Becky Corran, Board Member

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Yvonne Flores, Board Member

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Fernando Macias, Board Member

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Christopher Schaljo-Hernandez, Board Member

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Barbara Bencomo, Ex Officio Member

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Mary Lou Ward, Ex Officio Member

ATTEST:

\_\_\_\_\_  
Amanda Lopez Askin, County Clerk

**Animal Services Center of the Mesilla Valley**  
**Monthly Statistics Report-January 2024**

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig)	Wildlife (skunk, bat, coyote, fox)	Total
<b>INTAKE</b>	<b>City of Las Cruces</b>										
	Owner Surrender	52	16			2					70
	Returned Adoptions	9	0								9
	Seized/Welfare Hold	18	13								31
	Strays (brought in by the public)	75	29								104
	Strays (brought in by Animal Control)	121	52					2			175
	Wildlife										0
	<b>Subtotal City of Las Cruces</b>	<b>275</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>389</b>
	<b>Doña Ana County</b>										
	Owner Surrender	31	1								32
	Returned Adoptions	0	0								0
	Seized/Welfare Hold	20	0								20
	Strays (brought in by the public)	52	13								65
	Strays (brought in by Animal Control)	172	16								188
	Wildlife										0
	<b>Subtotal Doña Ana County</b>	<b>275</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>305</b>
	Anthony, NM - Owner Surrender	4	0								4
	Return Adoption										0
	Seized/Welfare Hold										0
	Stray - by public	3	0								3
	Stray - by Animal Control	22	0								22
	Hatch - Owner Surrender	2	0								2
	Return Adoption										0
	Seized/Welfare Hold										0
	Stray - by public										0
	Stray - by Animal Control										0
	Mesilla - Owner Surrender	1	0								1
	Return Adoption										0
	Seized/Welfare Hold										0
	Stray - by public										0
	Stray - by Animal Control	0	2								2
	Sunland Park -Owner Surrender										0
	Return Adoption										0
	Seized/Welfare Hold										0
	Stray - by public										0
	Stray - by Animal Control	12	0								12
	WSMR - Owner Surrender										0
	Return Adoption										0
	Seized/Welfare Hold										0
	Stray - by public										0
	Stray - by Animal Control										0
	Born In Care	1	0								1
	Community Cats										0
	Jurisdiction Unknown/Other	1	0								1
	Transfers In										0
	<b>Total Intake</b>	<b>596</b>	<b>142</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>742</b>

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig)	Wildlife (skunk, bat, coyote, fox)	Total
<b>OUTCOME</b>	<b>Admin Missing</b>										
(city and county)	Foster-Escaped										0
	Foster-Lost Contact										0
	Foster-Stolen From										0
	FTA-Escaped										0
	FTA-Lost Contact										0
	FTA-Stolen From										0
	FTA-Gave Away										0
	Offsite-Escaped	1									1
	Offsite-Missing										0
	Offsite-Stolen From										0
	Shelter-Escaped	1	0								1
	Shelter-Missing										0
	Shelter-Stolen From										0
	<b>Subtotal Admin Missing</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
	<b>Adoptions</b>	<b>111</b>	<b>31</b>								<b>142</b>
	<b>Expired in Shelter Care</b>	<b>1</b>	<b>0</b>								<b>1</b>
	<b>Expired in Foster Care</b>	<b>1</b>	<b>0</b>								<b>1</b>
	<b>DOA</b>										<b>0</b>
	<b>Return to Owner</b>	<b>75</b>	<b>3</b>					<b>1</b>			<b>79</b>
	<b>Transferred Out (Rescues)</b>	<b>191</b>	<b>51</b>								<b>242</b>
	<b>Community Cats (TNR)</b>	<b>0</b>	<b>44</b>								<b>44</b>
	<b>Wildlife Release</b>										<b>0</b>
	<b>Owner Request Euthanasia</b>	<b>67</b>	<b>9</b>								<b>76</b>
	<b>Euthanized</b>										<b>0</b>
	Behavior - Aggressive - Dog	30	0								30
	Behavior - Aggressive - Other Animals	1	0								1
	Behavior - Aggressive - People	7	1								8
	Behavior - Feral	0	7								7
	Behavior - High Arousal Level										0
	Behavior - Problem Eliminator										0
	Behavior - Resources Guarding	1	0								1
	Behavior - Timid										0
	Behavior - Timid - Fear Biter	14	2								16
	Court Order										0
	Medical - Distemper Suspect - Resp/GI										0
	Medical - Distemper - Exposed	3	0								3
	Medical - Distemper - TX										0
	Medical - Distemper - Non TX	1	0								1
	Medical - Failure of Vital Function										0
	Medical - Failure To Thrive	2	3								5
	Medical - Felv										0
	Medical - FIV										0
	Medical - General	9	2								11
	Medical - Geriatric	5	0								5
	Medical - HW Positive - TX										0
	Medical - HW Positive - Non TX										0
	Medical - Mange - TX										0

		<i>Dogs</i>	<i>Cats</i>	<i>Rabbits</i>	<i>Reptiles</i>	<i>Pocket Pets</i>	<i>Avian E</i>	<i>Avian L, W</i>	<i>Livestock</i> <small>(horse, goat, sheep, pig)</small>	<i>Wildlife</i> <small>(skunk, bat, coyote, fox)</small>	<i>Total</i>
Medical - Mange - Non TX											0
Medical - Mass											0
Medical - Neurological		0	1								1
Medical - Organ Failure											0
Medical - Parvo - Exposed		1	0								1
Medical - Parvo - TX											0
Medical - Parvo - Non TX		10	0								10
Medical - Pregnant											0
Medical - Prolapse											0
Medical - Respiratory Signs - TX											0
Medical - Respiratory Signs - Non TX		0	5								5
Medical - Ringworm											0
Offsite Euthanasia											0
Rabies Suspect - General											0
Rabies Suspect - Injured											0
Rabies Suspect - Sick/Symptomatic											0
Rabies Suspect - Wildlife											0
Severe Injuries - Animal Attack		2	1								3
Severe Injuries - General		3	7								10
Severe Injuries - Hit By Car		2	2								4
Space - Behavior		69	0								69
Space - General		26	0								26
Space - Medical		19	0								19
Wildlife - Nuisance											0
<b>Subtotal Euthanized</b>		<b>205</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>236</b>
<b>Euthanasia Rate</b>		<b>34.4%</b>	<b>21.8%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>31.8%</b>
<b>Total Outcome</b>		<b>653</b>	<b>169</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>823</b>
<b>Grand Total</b>	<b>Intake*</b>	<b>596</b>	<b>142</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>742</b>
	<b>Outcome*</b>	<b>653</b>	<b>169</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>823</b>
<b>Statistics</b>	<b>Live Release Rate</b>	<b>64.8%</b>	<b>80.6%</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>100.0%</b>	<b>na</b>	<b>na</b>	<b>68.2%</b>
	<b>Euthanized, Expired in Care, DOA</b>	<b>207</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>238</b>
	<b>Average Intake/day</b>	<b>19.2</b>	<b>4.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>	<b>0.0</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>23.9</b>
	<b>Average Outcome/day</b>	<b>21.1</b>	<b>5.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>26.5</b>
	<b>Average Euthanizations/day</b>	<b>6.6</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>7.6</b>
	<b>Average RTO/day</b>	<b>2.4</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2.5</b>
	<b>Average Adoptions/day</b>	<b>3.6</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>4.6</b>

\*\*ASCMV Website Page Views -- 38,535

\*\*ASCMV Facebook Page Views -- 16,070

\*\*ASCMV Instagram -- people reached; impressions; ad clicks

\*\*ASCMV Snapchat -- impressions; ad clicks

\*\*No ads run in January



## MEMORANDUM

**To:** Animal Services Center of Mesilla Valley Board of Supervisors

**From:** Joshua Saffell, Accounting Supervisor

**Initials:** JS  
JS

**Date:** February 12, 2024

**Subject:** Animal Service Center of the Mesilla Valley (ASCMV)  
Financial Report for January 31, 2024 – Unaudited

Attached are the unaudited financial results of the Animal Service Center operations for the period ended January 31, 2024. Some observations for your consideration:

- The Statement of Net Position (page 1) reported cash of \$1,241,598 in the General Fund. Total assets were \$1,241,598. Accrued payroll liabilities ended at \$115,986. Total liabilities were \$329,760. The unassigned fund balance was \$911,838.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 2) showed YTD operating revenues in the General Fund at \$2,867,405 which is 61.5% of budget. YTD operating expenditures were \$2,176,082 which is 45.9% of budget. The operating income for the period was \$691,323.
- Operating revenues were at 61.5% of budget due to the first contributions from the City and the County as stated in the JPA. Revenues that did not meet the budget target of 58.3% included vaccinations, pet micro-chip, return to owner-DAC, return to owner-CLC, spay/neuter, City of Anthony, donations & memorials, grant revenue and animal shelter services.
- All expenditures were below the 58.3% budget parameter except insurance which was at 95.9% due to the pre-payment of insurance premiums.
- The Grants and Donations Schedule, page 8, provides a summary of grants and donations received.

**cc:** Maria Sanchez, Accounting Supervisor  
**cc:** Veronica Ulloa, Accountant I

**Initials:** MS  
MS  
**Initials:** VU  
VU

Agenda Item #5.4.

**Animal Service Center of the Mesilla Valley  
Statement of Net Position  
January 31, 2024 (Unaudited)**

	<b>Fund 7440 General Fund</b>	<b>Fund 7441 Capital Projects</b>	<b>Fund 9440 Capital Assets</b>	<b>Statement of Net Position</b>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & investments	\$ 1,241,598	\$ 28,012	\$ -	\$ 1,269,610
Accounts receivable	-	-	-	-
<b>Total Current Assets</b>	<u>1,241,598</u>	<u>28,012</u>	<u>-</u>	<u>1,269,610</u>
<b>Capital Assets</b>				
Equipment, net of accum depr	-	-	282,291	282,291
<b>Total Capital Assets</b>	<u>-</u>	<u>-</u>	<u>282,291</u>	<u>282,291</u>
<b>Total Assets</b>	<u><u>1,241,598</u></u>	<u><u>28,012</u></u>	<u><u>282,291</u></u>	<u><u>1,551,901</u></u>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts payable	(3,912)	-	-	(3,912)
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	115,986	-	-	115,986
Revenue collected in advance	217,686	-	-	217,686
<b>Total Current Liabilities</b>	<u>329,760</u>	<u>-</u>	<u>-</u>	<u>329,760</u>
<b>Fund Balance</b>				
Required reserve	-	-	-	-
Restricted	-	28,012	-	28,012
Unassigned	911,838	-	282,291	1,194,129
<b>Total Fund Balance</b>	<u>911,838</u>	<u>28,012</u>	<u>282,291</u>	<u>1,222,141</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 1,241,598</u></u>	<u><u>\$ 28,012</u></u>	<u><u>\$ 282,291</u></u>	<u><u>\$ 1,551,901</u></u>



**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual  
For the Period Ended January 31, 2024 (Unaudited)**

	Budget	Actual	Actual/Bgt %
<b>Revenues</b>			
Vaccinations	40,000	15,151	37.9%
Pet micro-chip	20,000	7,159	35.8%
Onsite adoptions	110,000	74,535	67.8%
Return to owner-DAC	15,800	6,896	43.6%
Return to owner-CLC	25,800	12,891	50.0%
Spay/neuter	65,000	29,327	45.1%
Dona Ana County	2,048,154	1,321,990	64.5%
City of Las Cruces	2,048,184	1,322,010	64.5%
City of Anthony	8,000	3,300	41.3%
Donations & memorials	41,909	18,206	43.4%
Grant Revenue	211,787	-	0.0%
City of Sunland Park	2,658	1,750	65.8%
Village of Hatch	300	200	66.7%
Animal Shelter Services	12,000	6,340	52.8%
Other revenue	14,000	20,223	144.5%
Investment income	-	27,427	100.0%
<b>Total revenues</b>	<b>4,663,592</b>	<b>2,867,405</b>	<b>61.5%</b>
<b>Expenditures</b>			
Salary	2,443,091	1,155,355	47.3%
Benefits	888,155	388,800	43.8%
Temp agency services	25,000	-	0.0%
Repairs and maintenance	26,214	6,890	26.3%
Services	620,900	267,730	43.1%
Supplies	482,376	271,540	56.3%
Insurance	73,273	70,263	95.9%
Other	43,638	14,850	34.0%
Capital outlay	142,641	654	0.5%
<b>Total expenditures</b>	<b>4,745,288</b>	<b>2,176,082</b>	<b>45.9%</b>
Net income (loss)	<b>(81,696)</b>	<b>691,323</b>	
<b>Net change in Fund Balance</b>	<b>\$ (81,696)</b>	<b>691,323</b>	
<b>Beginning Fund Balance</b>		<b>220,515</b>	
<b>Ending Fund Balance</b>		<b>\$ 911,838</b>	
<b>BUDGET PARAMETER</b>			<b>58.3%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Executive Director  
For the Period Ended January 31, 2024 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	122,513	68,575	56.0%
Benefits	57,568	31,115	54.0%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	500	54	10.8%
Supplies	3,125	249	8.0%
Insurance	-	-	0.0%
Other	2,238	1,285	57.4%
Capital outlay	142,641	654	0.0%
<b>Total expenditures</b>	<b>328,585</b>	<b>101,931</b>	<b>31.0%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Medical Director  
For the Period Ended January 31, 2024 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	654,019	276,483	42.3%
Benefits	232,914	92,916	39.9%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	85,900	26,749	31.1%
Supplies	195,945	107,437	54.8%
Insurance	-	-	0.0%
Other	14,000	4,684	33.5%
Capital outlay	-	-	0.0%
<b>Total expenditures</b>	<u>1,182,778</u>	<u>508,268</u>	<b>43.0%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Kennel Director  
For the Period Ended January 31, 2024 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	1,075,357	521,681	48.5%
Benefits	368,646	162,751	44.1%
Temp agency services	25,000	-	0.0%
Repairs and maintenance	26,214	6,890	26.3%
Services	110,500	1,920	1.7%
Supplies	183,436	89,742	48.9%
Insurance	-	-	0.0%
Other	26,200	7,943	30.3%
Capital outlay	-	-	0.0%
<b>Total expenditures</b>	<u>1,815,353</u>	<u>790,926</u>	<b>43.6%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance - Budget and Actual - Administrative Operations  
For the Period Ended January 31, 2024 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
<b>Expenditures</b>			
Salary	591,202	288,617	48.8%
Benefitis	229,027	102,019	44.5%
Repairs and maintenance	-	-	0.0%
Services	424,000	239,007	56.4%
Supplies	99,869	74,112	74.2%
Insurance	73,273	70,263	95.9%
Other	1,200	939	78.3%
<b>Total expenditures</b>	<u>1,418,571</u>	<u>774,957</u>	<b>54.6%</b>

**Animal Service Center of the Mesilla Valley  
Statement of Revenues, Expenditures,  
and Changes in Fund Balance as of January 31, 2024 (Unaudited)**

<b>General Fund 7440</b>		<b>July 2023</b>	<b>August 2023</b>	<b>September 2023</b>	<b>October 2023</b>	<b>November 2023</b>	<b>December 2023</b>	<b>January 2024</b>	<b>Total</b>	<b>Actual/Bgt %</b>
<b>Revenues</b>		<b>Revised Budget</b>								
Vaccinations	53,010	1,014	1,140	1,291	7,236	770	760	2,940	15,151	28.6%
Pet micro-chip	30,292	855	975	1,195	2,310	660	620	544	7,159	23.6%
Onsite adoptions	90,000	7,180	6,230	11,715	12,645	10,665	13,250	12,850	74,535	82.8%
Return to owner-DAC	15,806	1,075	595	1,540	1,435	791	800	660	6,896	43.6%
Return to owner-CLC	25,792	2,545	1,957	2,042	1,770	1,345	1,745	1,487	12,891	50.0%
Spay/neuter	79,349	4,061	4,095	5,070	4,042	5,058	3,781	3,220	29,327	37.0%
Dona Ana County	2,048,154	450,594	145,233	145,233	145,233	145,233	145,233	145,233	1,321,990	64.5%
City of Las Cruces	2,048,184	450,600	145,235	145,235	145,235	145,235	145,235	145,235	1,322,010	64.5%
City of Anthony	6,000	-	-	-	3,300	-	-	-	3,300	55.0%
Donations & memorials	25,052	1,478	1,383	1,961	1,576	2,001	8,378	1,430	18,206	72.7%
Grant revenue	211,787	-	-	-	-	-	-	-	-	0.0%
City of Sunland Park	2,858	-	-	-	1,750	-	-	-	1,750	61.2%
Village of Hatch	335	-	-	-	200	-	-	-	200	59.7%
Animal Shelter Services	12,407	870	825	825	1,160	725	915	1,020	6,340	51.1%
Other revenue	14,566	1,288	1,470	2,300	4,498	4,455	3,327	2,885	20,223	138.8%
Investment income	-	2,748	3,739	3,647	4,541	4,195	4,288	4,268	27,427	0.0%
<b>Total revenues</b>	<b>4,663,592</b>	<b>924,308</b>	<b>312,876</b>	<b>322,053</b>	<b>336,931</b>	<b>321,132</b>	<b>328,331</b>	<b>321,773</b>	<b>2,867,405</b>	<b>61.5%</b>
<b>Expenditures</b>										
Salary	2,443,091	83,312	240,337	164,347	158,940	167,658	175,466	165,295	1,155,355	47.3%
Benefits	888,155	28,140	82,406	55,669	53,687	55,681	56,666	56,551	388,800	43.8%
Temp agency services	25,000	-	-	-	-	-	-	-	-	0.0%
Repairs and maintenance	26,214	-	24	142	2,597	1,253	1,832	1,041	6,890	26.3%
Services	620,900	26,019	25,385	34,236	40,421	46,576	54,973	40,121	267,730	43.1%
Supplies	482,376	-	21,612	36,670	16,860	73,988	46,429	75,981	271,540	56.3%
Insurance	73,273	7,916	12,494	-	7,076	7,918	-	34,859	70,263	95.9%
Other	43,638	687	2,609	5,399	2,792	976	1,156	1,229	14,850	34.0%
Capital outlay	142,641	-	-	-	-	654	-	-	654	0.5%
<b>Total expenditures</b>	<b>4,745,288</b>	<b>146,074</b>	<b>384,867</b>	<b>296,463</b>	<b>282,373</b>	<b>354,703</b>	<b>336,522</b>	<b>375,077</b>	<b>2,176,082</b>	<b>45.9%</b>
Net Operating Income (Loss)	(81,696)	778,235	(71,991)	25,590	54,558	(33,570)	(8,191)	(53,304)	691,323	

**Animal Service Center of the Mesilla Valley  
Grants and Donations Schedule  
as of January 31, 2024**

Fund	Project	Project Name	Award Amount	Life-to-Date Expenditures	Remaining Balance	Type	End Date	Purpose
7440	11944	Maddie's Pet Foster Care COVID Stimulus	\$ 10,000	9,841	\$ 159	Local Grant	Until Spent	Supports ASCMV Foster Care Efforts
7440	74223	Humane Society	\$ 2,400		2,400	Local Grant	Until Spent	
7440	Unassigned	Pet Smart Charities	\$ 1,000	-	\$ 1,000	Local Grant	Until Spent	
7440	74221	TNR Mobile Unit	\$ 150,000	1,014	\$ 148,986	Local Grant	6/30/2024	Grant funds restricted to purchase of a new spay/neuter mobile unit and a new TNR mobile are released to be used exclusively for the general support of ASCMV
7440	74224	McCune Foundation	\$ 2,500	-	\$ 2,500	Local Grant	Until Spent	SPONSOR 250 MICROCHIPS AT AN ASCMV LOW-COST PUBLIC PET VACCINATION/MICROCHIPPING CLINIC
7440	74230	PETCO LOVE AWO 2022	\$ 75,000	12,359	\$ 62,641	Local Grant	Until Spent	Petco Love 2022 Animal Welfare Organization (AWO) grant cycle award to be used for any lifesaving purpose.

**Total                   \$   217,686**

**Signature:**    
Veronica Ulloa (Feb 13, 2024 07:16 MST)

**Email:** veulloa@lascruces.gov

**Signature:**    
Maria Sanchez (Feb 13, 2024 08:24 MST)

**Email:** msanchez@lascruces.gov

**Signature:**    
Joshua Saffell (Feb 13, 2024 08:25 MST)

**Email:** jsaffell@lascruces.gov











# ASCMV FINANCIAL STMTS FY24-07- JANUARY 2024

Final Audit Report

2024-02-13

Created:	2024-02-13
By:	Joshua Saffell (jsaffell@las-cruces.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQMUZMalx-yOldT2RfbbCress52AdYRec

## "ASCMV FINANCIAL STMTS FY24-07-JANUARY 2024" History


-  Document created by Joshua Saffell (jsaffell@las-cruces.org)  
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## Agenda Item #5.4.

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