



ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS MEETING

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 25th, 2023 at 9:00 am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

AMENDED AGENDA

- I. **Call to Order & Pledge of Allegiance**
- II. **Determination of a Quorum**
- III. **Changes to Agenda and Approval of Agenda**
- IV. **Minutes**
 - a. Approval of the Minutes from the regular ASCMV Board Meeting held April 27th, 2023.
- V. **Reports/Presentations**
 - a. CfPP Presentation:
 - b. City and County ACO Reports – City Animal Control and County Animal Control
 - c. Shelter Statistics/Activities – Clint Thacker
 - d. Committee Reports
 1. Finance – Barbara De Leon, Committee Chair
 2. Executive – Manuel Sanchez, Committee Chair
 3. Facilities – Kasandra Gandara, Committee Chair
- VI. **Discussion Items**
 - a. Executive Director's Annual Performance Review
- VII. **Action Items**
 - a. Resolution 2023-04: Accept the \$2,500 McCune Foundation Microchip Grant
 - b. Resolution 2023-05: Accept the \$75,000 Petco Love Animal Welfare Organization Grant
 - c. Resolution 2023-06: Adjust the Adopted FY23 Budget to Redirect Grant Funds to Cover Operating Expenses
- VIII. **Public Input**
- IX. **Chair and Board Comments**
- X. **Adjournment**

Next Meeting: June 22nd, 2023

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at [382-0018/v](tel:382-0018) or [541-2128/tty](tel:541-2128). Posted Dated: May 19th, 2023.



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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **April 27, 2023 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

- 7 Manuel Sanchez - Chairman
8 Kasandra Gandara - Vice-Chair (departed (10:30)
9 Becky Corran - Board Member
10 Yvonne Flores - Board Member (departed 9:55)
11 Fernando Macias - Board Member (departed 10:47)
12 Christopher Schaljo-Hernandez – Board Member
13 Barbara DeLeon - Ex-Officio Member (arrived 9:05)
14 Mary Lou Ward - Ex-Officio Member

15
16 **BOARD MEMBERS ABSENT:**

17
18 **I. Call to Order & Pledge of Allegiance (9:00 a.m.):** Chair Sanchez called the
19 meeting to order.

20
21 **II. Determination of Quorum:** A quorum was determined to be present.

22
23 **III. Changes to Agenda and Approval of Agenda:** Motion by Board Member Corran
24 to approve the agenda.

25
26 Motion by Board Member Gandara to table Action Item B: Resolution 2022-04:
27 Amend the ASCMV FY24 Budget, second by Board Member Flores.

28
29 Amended motion by Board Member Corran to approve the agenda with removal
30 of Action Item B. Second by Board Member Flores. Motion passed.

31
32 There was discussion regarding the budget amendment that has been tabled.
33 There was a budget approved at the April 7, 2023 meeting, so this amendment is
34 not going to delay presentation of the budget at City Council. The amendment has
35 not gone through the Finance Committee yet. Barbara DeLeon suggested simply
36 adopting the budget as approved before and monitoring it, then amending as
37 needed. It is estimated to take an additional \$24,000 in FY 24 in order to raise the
38 employees' base wage to \$15 per hour.

39
40 **IV. Minutes**

41
42 **A. Approval of the Minutes from ASCMV March 3, 2023 Work Session:**
43 Motion by Board Member Gandara, second by Board Member Corran.
44 Motion passed.
45

1 **B. Approval of the Minutes from regular ASCMV Board Meeting held**
2 **March 23, 2023:** Motion by Board Member Schaljo-Hernandez, second by
3 Board Member Corran. Motion passed.
4

5 **C. Approval of the Minutes from ASCMV March 30, 2023 Work Session:**
6 Motion by Board Member Schaljo-Hernandez, second by Board Member
7 Corran. Motion passed.
8

9 **D. Approval of the Minutes from ASCMV April 7, 2023 Work Session:**
10 Motion by Board Member Schaljo-Hernandez, second by Board Member
11 Corran. Motion passed.
12

13 **V. Reports/Presentations**
14

15 **A. CfPP Presentation: Cruces Cool Cats:** Joseph Lucero and Selena
16 Cardoza of Cruces Cool Cats gave a presentation. Cruces Cool Cats was
17 registered with the State in October of 2020. Its mission is to improve the
18 quality of life of the community's homeless cats and kittens by providing
19 medical treatment, socialization, and food in a nurturing environment until
20 they are able to find a forever home for all their adoptable cats, and to
21 reduce the feral cat population through the TNR (Trap, Neuter, and
22 Release) program and providing education to the community. Cruces Cool
23 Cats has neutered over 220 cats so far. They rescue cats from
24 overpopulated homes as well. They have taken over 60 cats from three
25 homes. Cruces Cool Cats runs a sanctuary for unadoptable cats that they
26 rescue from the shelter and other places, and they take in mother cats with
27 litters, spay the mother once the litter is weaned and give her back to her
28 owners, then adopt out the kittens. Since opening, Cruces Cool Cats has
29 rescued and TNR'd 463 cats. The sanctuary is currently overcrowded with
30 86 cats living there. The website is crucescoolcats.org. Social media
31 includes Facebook, Instagram, and TikTok. Joseph provides the traps and
32 training in their use to owners, helps schedule the spay/neuter, and helps
33 with education of owners before returning the cats to their owners.
34 Councilor Flores is very impressed with the organization. Cruces Cool Cats
35 is a 501(c)(3) organization. Board Member Corran is impressed with the
36 website and plans to donate via PayPal, and expects to see Joseph Lucero
37 next semester at DACC. Joseph is currently studying Hotel, Tourism, and
38 Restaurant Management. He is considering starting a cat café. Board
39 Member Gandara thanks Selena Cardoza and Joseph Lucero for their hard
40 work. Cat issues in District 1 have been the topic of community meetings
41 frequently. Cruces Cool Cats owns about ten traps that they loan out. They
42 help people financially to get their cats spayed/neutered as well as providing
43 transport on the day of surgery. The TNR program has a set number of
44 slots each week for surgeries. Ms. Cardoza and Mr. Lucero bring cats in
45 once a week, as they cannot handle more trips due to time constraints.
46 There is a list of needs on the website if anyone is interested in donating.

1 Chair Sanchez thanks Selena Cardoza and Joseph Lucero for their hard
2 work.

3
4 **B. City and County ACO Reports - City and County Animal Control:** Brian
5 Hulsey reported on March 2023 with 299 stray animals, 209 were picked up
6 which included 58 cats, 151 dogs. This included 14 sick/injured with nine
7 cats and five dogs. There were 19 owner surrenders which were all dogs.
8 A four-year comparison graph of stray animals was shown. The
9 comparisons show the numbers remain mostly the same. A four-year return
10 to owner comparison was shown. There were 28 Return to Owners in
11 March. There was one welfare hold animal. There were two shelter
12 quarantines and five home quarantines. There were two cases for the
13 County. There were three animals in live evidence awaiting court. Two
14 have gone through court so now there is only one left. One rabies
15 submission in March. There were 55 diverted intakes. A chart of animals
16 picked up per county district; District 1 was pretty mild this time; District 3
17 was very active; District 5 was also very active. Reasons for owner release,
18 two animals where people were unable to keep them on the property
19 anymore, five were either vicious or livestock attacks, three that showed
20 aggression, two that were injured or sick, two that were abandoned and the
21 new landlord did not want them on the property, four that were just too many
22 animals and the owner had to reduce, and one that the new landlord did not
23 allow pets at the house. Visiting communities for education purposes has
24 mixed results. Sometimes it changes the numbers, sometimes not. Mr.
25 Hulsey carried informational packets when he was an ACO that had things
26 like spay/neuter, restraint, and care and feeding in them.

27
28 Gino Jimenez reported the City's March 2023 numbers: 521 reported
29 strays, 255 gone on arrival, apprehended 261 with 228 impounded at
30 ASCMV; 130 were dogs, 98 were cats. Successful field RTO 38 animals,
31 15 unsuccessful attempts to RTO, a total of 53 identifiable animals. Three-
32 year comparison shows 521 strays for a total of 1,407 for the year. Three-
33 year field RTO graph: 38 for the month, total of 99 for the year. The
34 numbers are wildly different this year and Mr. Jimenez has no explanation.
35 The community cat program two-year graph was shown; 2022 was the first
36 full year of data and is shown in orange and tan and 2023 is in blue and
37 green. For March: 84 animals trapped with 17 released in the area as
38 already earmarked. Reasons for owner surrender animals: Eight dogs (3
39 adults, five puppies) the owners could no longer afford, four dogs for parvo,
40 three for behavioral issues, two dogs that had bitten and the owner no
41 longer wanted them, two dogs for aggression, two puppies did not get along
42 with the owner's older pet, two cats the new landlord would not allow in his
43 property, one dog the landlord did not allow, one cat for aggression, two
44 dogs for euthanasia (one was hit by a car, the other suffering from seizures),
45 one dog was unable to be kept secure, one sick/unable to provide veterinary
46 care, one dog for old age, one cat was injured/unable to afford veterinary

1 care, one cat the owner had a lifestyle change. Reasons unable to field
2 RTO: five because the chips were not updated, 7 had no contact by phone
3 or at the residence, one had an El Paso address, one for the registered
4 person no longer owned the dog and could no longer remember who they
5 had given it to, one the owner was arrested and their address was in
6 Alamogordo, and one chip was registered to the father in Anthony, NM and
7 the son who was the owner was homeless and he had no phone number.
8 Board Member Gandara would like to know how much time the officers
9 spend on each call and how much time they spend educating the
10 community members. Gino Jimenez reports that this information is in the
11 Peak Performance report that is given to City Council every month.
12 Councilor Gandara has not seen this report and wants the information
13 included in the presentation. She feels that the numbers are not actually all
14 that useful for making plans. She suggested working with the ASCMV
15 because every Monday they present to City Council and this is broadcast
16 and educates both the City Council and the public. Working from memory,
17 Mr. Jimenez reports that response time is within 14 minutes to arrive at the
18 location of the call after the officer puts him/herself on the call. The officer
19 is required to search the area for a minimum of seven minutes beginning in
20 the center of the area and working out in a circle. If the officer has not found
21 the animal within seven minutes, it is unlikely that the animal is still in the
22 area. Throughout the nation, 50% of stray calls are GOA. Some
23 jurisdictions have even stopped ACOs from responding to stray calls.
24 Before COVID the City ACOs were doing at least three educational
25 presentations per month in elementary schools. They participated in other
26 events like Old Navy Safety Days, National Night Out, and others. During
27 COVID services were cut back to avoid exposing anyone to the virus.
28 Personnel was down to only four ACOs during COVID, as well. As of
29 Monday, City ACO personnel is back up to eight where it should be. Mr.
30 Jimenez hopes to reinstate the services now. There was a Cub Scout
31 presentation at Hillrise Elementary on Tuesday. Mr. Jimenez hopes to get
32 the new officers trained quickly so they can do the calls and the seasoned
33 officers doing education at the schools. He is also open to attending district
34 meetings and City Council. Board Member Gandara wishes for Mr. Jimenez
35 to partner with Amy from ASCMV for more educational opportunities. Chair
36 Sanchez asked for suggestions of different ways to do outreach in addition
37 to current methods. Mr. Jimenez reminded the Board that they were doing
38 all of that pre-COVID and they just need to get back into their routine now
39 that COVID is over. He mentioned going out for "hot dog" calls as well. His
40 office does work with the City PIO as well. Board Member Flores is looking
41 forward to inviting ACOs to her district meetings and excused herself to
42 attend another meeting. Councilor Abeyta invited ACOs to her meeting on
43 April 5, 2023 and they attended. Board Member Corran suggested having
44 a microchipping event at her next district meeting. Mary Lou Ward
45 mentioned that the stray animal reports are not the only calls that officers
46 respond to and the officers are much busier than the numbers show. Gino

1 Jimenez agreed and mentioned that during COVID, services were
2 drastically reduced and ACOs only answered about 12,000 for the two
3 years. Now that the office is fully staffed again, he expects to be answering
4 anywhere between 15,000 and 17,000 calls per year which include
5 care/maintenance, cruelty, snakes, livestock, follow-ups, and more. Chair
6 Sanchez thanked all the ACOs, City and County, for their hard work.
7

8 **C. Shelter Statistics/Activities and 2022 Annual Report:** Dr. Trina Hadden
9 reported March 2023 population at the Center was 423, about 23% increase
10 in populations which goes along with the 23% increase in intakes in 2023.
11 Intake methods: Owner surrenders is a significant amount; returns, seized,
12 welfare holds through the City and County; strays brought in by public are
13 16.6%; and ACOs bring in the most. Animals that come in pregnant and
14 give birth prior to getting out to rescue or surgery are called born-in-care
15 and the Center tries hard not to allow that to happen. March return reasons
16 for both dogs and cats were mostly behavior problems or not compatible
17 with other pets. Diverted intakes are when the front staff gives people
18 options other than dropping pets off at the Center.
19

20 Outcomes had all the numbers are going up but the percentages are down
21 because intakes are up: 18.9% were adoptions and Dr. Hadden allowed
22 the Board to read the slide for themselves. She feels that the euthanasia
23 number has gone up quite a bit because of parvo coming in from the
24 community. There are no facilities for treating parvo puppies, so if one of a
25 litter gets sick the entire litter has to be euthanized. The Center cannot
26 allow the potentially sick puppies to contaminate the rest of the population.
27 The live release rate has dropped, mostly for that reason, to 72.5%.
28

29 The rescue partners are pulling a huge number of pets: 2 Hearts 4 Paws,
30 Animal Rescue League from El Paso, Cruz's Crusaders in Arizona, Halo in
31 Arizona, and Shepherds Beyond Borders are removing animals to foster
32 and then transporting them out for adoption.
33

34 March euthanasia reasons: The biggest number comes from
35 medical/parvo, no treatment; respiratory signs; and aggression. March
36 surgeries are down a little bit. Dr. Hadden didn't realize this, and promises
37 to address that and get the numbers back up. The goal is very high at 400
38 per month. The Center is short of surgeons but they are working on it.
39 March surgery numbers: 66 TNRs, 32 adoptions, 62 shelter/foster, and 14
40 other. Year to date 829 surgeries have been done. The 300 volunteers
41 gave 524 total hours in March. They walk dogs, help take care of the cats,
42 attend off-site events, and more. Visitors dropped down a little bit in March.
43 Webpage views were up a little bit. Over the last year the Center has been
44 doing TikTok and Instagram as well as Facebook. Facebook views are also
45 up a bit.
46

1 Happy Panda is an upcoming off-site event on May 6, 2023. The Center
2 has been invited to Operation Community Sweep and staff has attended
3 one and is planning to go to several throughout the year, providing vaccines,
4 microchips, and educational materials. These will be on Saturday mornings
5 in some of the outlying areas which seem to be the areas the diseased
6 intake animals come from.

7
8 Pets of the Week from Amy: Crash the cat and Rapunzel the dog.

9
10 Mary Lou Ward thanked Dr. Hadden for participating in the events in the
11 County and Community Sweeps. Board Member Macias also thanked Dr.
12 Hadden and wishes to have a conversation regarding what diseases are
13 coming in from out in the County. Board Member Gandara thanked Dr.
14 Hadden and suggested a quarterly medical report presentation. Dr. Hadden
15 is working on creating a relevant and informative report. Board Member
16 Macias wanted the dog to have more hair since her name is Rapunzel and
17 suggested switching the names or photoshopping the dog. Once the new
18 facility is completed at least some of the parvo puppies will receive care
19 instead of being automatically euthanized. Dr. Hadden believes live
20 outcomes will increase to 70% or even 80%. Dr. Hadden has big plans for
21 the medical facility but is unsure of how much funding she will have to do it.
22 Board Member Schaljo-Hernandez asked what "tx" means on the medical
23 report. It means "treatment." Dr. Hadden apologized for leaving medical
24 shorthand in her presentation. Any medical/parvo dogs that were treated
25 were adopted pets that were treated as outpatients but then returned and
26 euthanized for parvo.

27
28 Dr. Trina Hadden presented the Annual Report. Intakes: City 4,049
29 primarily unrestrained from both Animal Control and the public; County
30 4,736 primarily unrestrained from public and ACOs; total combined intake
31 for 2022 is 8,869 and that number is rising and approaching pre-COVID
32 numbers. The Center is trying very hard to stay within their capacity for
33 care. Monthly intake in 2022 was higher in the summer and fall. Species
34 intake for the year was mostly dogs, then cats, then chickens, roosters,
35 reptiles, a hedgehog, rabbits, birds, and even tortoises. The tortoises
36 received microchips. Outcomes: The percentages on the presentation
37 slide are incorrect. The webpage for the annual report has the correct
38 numbers. The correct numbers are: Euthanized 23.6%; rescues 21.8%;
39 adoptions 21.8%; community cats 1,295 or 13.7%; return to owner 10.8%
40 (over 1,000 animals); owner requested euthanasias 6.7%; expired in shelter
41 0.7%; expired in foster care 0.6% (neonate kittens mostly). Adoptions and
42 transfers are picking up. Last year's problem with distemper also happened
43 in many other places. Live release rates in 2022: Cats 76%, dogs 72.6%,
44 overall 74.6%. Euthanasia reasons: Respiratory signs; no treatment;
45 space/medical. Surgeries for 2022 were 4,474; Dr. Hadden's goal is 5,200.
46 Visitors were 17,000; Facebook views were down a little bit; website steady;

1 Instagram, snapchat, and TikTok are maintained by the Volunteer
2 Coordinator. The fosters are invited to promote their pets for adoption on
3 social media. The next drive-through clinic will be June 3, 2023 at Field of
4 Dreams. Mission statement: We strive to meet the highest standards of
5 humane animal care and husbandry and to promote responsible pet
6 ownership through public education and outreach. The Volunteer
7 Coordinator takes one of the technicians and they go to elementary schools
8 to do educational outreach. Board Member Corran pointed out that the
9 State Anti-Donation Clause prevents the Center from doing things like
10 simply vaccinating every pet all the time and that public dollars are used to
11 help address issues, but the Center also depends on the generosity of spirit
12 of many people who do transfers and other activities. Board Member
13 Corran encourages everyone to use their political positions to change the
14 restrictions on funding for animal care and control. Chair Sanchez agrees.
15

16 **D. Committee Reports**

17
18 **1. Finance - Barbara DeLeon, Committee Chair:** The Finance
19 Committee met last Thursday and reviewed the quarterly financials
20 with Animal Services Center staff. Reminder: The quarterly reports
21 are brought to the Board, but on a monthly basis the Finance
22 Committee reviews them.
23

24 Liam Beasley presented the financials through March 31, 2023. Cash
25 was \$3,449; receivables were \$664,000; total assets were \$667,540.
26 Cash is low and receivables are high because of the five months of
27 billings for November through March that have not been paid. It was
28 determined that payments were being sent to an incorrect or outdated
29 inbox and not being processed. The invoices have been resubmitted
30 and will be paid soon. Liabilities total \$115,500; revenue collected in
31 advance was \$251,700; fund balance was \$300,000. Change in net
32 position: Total revenues through March were \$3,007,000;
33 expenditures \$2,993,000; with transfers out to the capital fund for
34 Animal Services of \$15,750 the net change in fund balance was a
35 decrease of \$1,353. Budget to actual comparison: Total revenues
36 budget was \$4.2 million, March actuals just over \$3 million, 71.9% of
37 the budget; expenditures budget was \$4.3 million, actuals \$2.99
38 million, 69.3% of the budget; budget parameter for the end of March
39 75%. Month-to-month revenue and expenditures slide: The
40 decrease from January to February shows some capital spending that
41 occurred during January for the new Center and the increase from
42 February to March shows three pay periods posting in March.
43 Breakdown of total expenditures: Of the \$2.99 million, 52% went to
44 salary, 18% to benefits, temp services 1%, repairs and maintenance
45 0.5%, services 15%, supplies 6%, insurance 2%, other 1%, capital
46 5%.

1
2 Board Member Corran reports that Rapunzel was trapped in a tower
3 before arriving at ASCMV and that is where the name came from.
4 Board Member Macias just has a difficult time for a dog that is
5 follically-challenged to be called "Rapunzel."
6

7 **2. Executive – Manuel Sanchez, Committee Chair:** The Executive
8 Committee met: Mayor Pro-Tem Gandara, Chair Sanchez, and Clint
9 Thacker. Discussion was short and mainly geared towards the
10 budget, some requests, and guidance based off of feedback received
11 from the Board.
12

13 **3. Facilities - Kasandra Gandara, Committee Chair:** Mayor Pro-Tem
14 Gandara has left, so Board Member Schaljo-Hernandez gave the
15 report. Facilities Committee was made aware of the access door
16 reader issue. Anthony Garcia said that the readers need to be
17 replaced and they have a quote and are trying to find the money to
18 purchase the new card readers. An employee suggestion was made
19 to simplify cleaning protocols in the kennels and hang them in the
20 back of every kennel. There is an issue with water draining out of the
21 dishwasher and Ecolab is due to come deal with it. The new facility
22 will be getting an eye wash station. A lot of shelving is ordered for the
23 new facility, computer and blue room for note taking. Checks prior to
24 euthanasia were brought up due to a prior issue. The meeting on
25 April 6, 2023 was to discuss the County helping with concrete pour
26 costs, with labor force, and the ability to do the concrete, as well as
27 the artwork.
28

29 **i. New ASCMV Facility Artwork Progress Report:** Ceci
30 Vasconcellos reported on the artwork progress. City Council
31 approved the design concept recommended by the City Art Board
32 and created by Vito Di Bari. The piece is titled "Sun Shelter" and
33 is inspired by the ASCMV logo and uses the same color palette
34 and reflects elements of the Center's website. The sculpture is
35 nine feet tall, made of laser-cut steel with animal patterns, powder-
36 coated, and weighs about 800 pounds. Maintenance will be
37 simple, just cleaning it occasionally. It will be located on the corner
38 of Bataan Memorial West and Rinconada Boulevard for good
39 visibility. There is electrical access if lighting is added later. The
40 City Art Board released a call for artists in early 2021 and received
41 139 submissions. The Selection Committee chose three finalists
42 who presented their proposals at a public meeting in July 2021.
43 Mr. Di Bari scored the highest and the Committee recommended
44 it to the City Art Board, who approved it for presenting to the City
45 Council. It was also presented to the Quality of Life Policy Review
46 Committee and this Board. The design concept and its budget of

1 \$68,000 was approved by City Council on October 18, 2021.
2 Scores at the Selection Committee were based on project criteria:
3 The piece should serve as a beacon and needed to be visible from
4 Rinconada Boulevard, Bataan Memorial West, and Highway 70;
5 the piece should reflect the services of the Center and engage the
6 community and Center staff. The sculpture is finished and ready
7 to be transported here from Texas as soon as the concrete base
8 is ready. The artist is working with an engineer to get stamped
9 drawings and the contractor is ready to go as soon as they have
10 the drawings. If all goes well the piece should be completed by
11 early May. Ms. Vasconcellos hopes to have its unveiling at the
12 same time as the ribbon-cutting for the facility. Board Member
13 Corran is excited to have another public art piece in her district
14 and offers help to get more people to come see it. Chair Sanchez
15 is excited to see the real thing now that he realizes how many tiny
16 designs are inside the large design and is pleased that the City is
17 putting art in City facilities.

18
19 Board Member Macias has to leave but wishes Board Member
20 Schaljo-Hernandez a happy birthday and compliments him for
21 working instead of taking his birthday off work.
22

23 **VI. DISCUSSION ITEMS:**

- 24
25 **A. Plaque for Old ASCMV Build Mural:** Dr. Trina Hadden showed the plaque
26 that will be hung in the new facility. ASCMV has to wait until the facility is
27 actually handed over to them before hanging it. The original artwork on the
28 old building was created by Tracy Jamison. The plaque states "In
29 recognition of the mural artwork that served as the face of the former Animal
30 Services Center of the Mesilla Valley building."
31

32 **VII. ACTION ITEMS:**

- 33
34 **A. Resolution 2023-03: Accept the FY22 Financial Audit Report:** Liam
35 Beasley introduced the auditor, Chris Garner from Pattillo, Brown, and Hill
36 who is on the phone. Chris Garner presented a summary of the
37 communication from the exit conference. The audit report issued was an
38 unmodified (clean) opinion. It states that the records are all in order. The
39 State Auditor requires a "Yellow Book Audit" or Governmental Accounting
40 Standards Audit. This audit requires testing beyond regular standards and
41 includes procurement, travel and per diem, and a long list of other items to
42 be tested. There were no findings on this audit at the exit conference, but
43 the State Auditor found one finding. The audit went smoothly and there
44 were no obstacles or difficulties. There were no audit adjustments at all,
45 indicating a good internal control structure for reporting. The State Auditor
46 has changed the audit submittal process recently and there is no separate

portal for ASCMV. The records were emailed to the State Auditor and they instructed the auditors to use the State Auditor portal. This year, the audit was not being reviewed in a timely manner and when Pattillo, Brown, & Hill finally got in contact with the State Auditor it was discovered that there were so many documents uploaded that they were lost. This caused a late audit finding, even though it was actually the State Auditor's fault that it was late. The finding will be removed next year. Mr. Garner made thorough notes on the finding about why it is there. Over the last few years, revenues are up by about \$400,000 due to the County contributing more and charges for services going up. Expenditures increased about \$1 million, primarily due to increased personnel and service expenses. There was no deficit during FY 22.

Motion by Board Member Corran to accept the Fiscal Year 2022 financial audit report, second by Board Member Schaljo-Hernandez. Motion passed.

B. Resolution 2022-04: Amend the ASCMV FY24 Budget:

TABLED.

VIII. PUBLIC INPUT:

There was none.

IX. CHAIR AND BOARD COMMENTS:

Chair Sanchez mentioned that at the next meeting the Board needs to start preparations for the Director's Evaluation for Mr. Thacker as the evaluation is to be done at the June meeting.

X. Adjournment (11:04 a.m.)

Motion by Board Member Corran, second by Board Member Schaljo-Hernandez. Motion passed.

BOARD OF DIRECTORS

Manuel Sanchez, Chairperson

Kasandra Gandara, Vice-Chair

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Becky Corran, Board Member

Yvonne Flores, Board Member

Fernando Macias, Board Member

Christopher Schaljo-Hernandez, Board Member

Barbara DeLeon, Ex Officio Member

Mary Lou Ward, Ex Officio Member

ATTEST:

Amanda Lopez Askin, County Clerk

MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors

From: Josie Trevino, Comptroller

Initials:

Date: May 15, 2023

Subject: Animal Service Center of the Mesilla Valley Unaudited Financial Report for April 30, 2023.

Attached are the unaudited financial results of the Animal Service Center operations for the period ended April 30, 2023. Some observations for your consideration:

- The Statement of Net Position (page 1) reported a cash deficit of **(\$140,082)** in the General Fund. However, in May the outstanding Accounts Receivable of \$796,909 was received from Dona Ana County reducing the cash deficit of April and leaving a substantial cash balance for the agency. Total assets were \$656,827. Accrued payroll liabilities ended at \$114,563. Total liabilities were \$283,579. The unassigned fund balance was \$373,248.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (page 2) showed YTD operating revenues in the General Fund at \$3,438,746 which is 82.2% of budget. YTD operating expenditures were \$3,349,672 which is 77.6% of budget. The operating income for the period was \$89,074.
- Operating revenues were at 82.2% due to various charges for services under performing when compared to expected budget values. Insurance expenditures were at 93.8% of budget due to pre-payment of premiums, salaries were at 87.0% of budget, and benefits were at 90.4% of budget. All other expenditures were below the budget parameter of 83.3%.
- The Grants and Donations Schedule, page 8, provides a summary of grants and donations received.

CC: Josh Saffell, Accounting Supervisor

Initials:

**Animal Service Center of the Mesilla Valley
Statement of Net Position
April 30, 2023 (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	\$ (140,082)	\$ 83,737	\$ -	\$ (56,345)
Accounts receivable	796,909	-	-	796,909
Total Current Assets	<u>656,827</u>	<u>83,737</u>	<u>-</u>	<u>740,564</u>
Capital Assets				
Equipment, net of accum depr	-	-	212,705	212,705
Total Capital Assets	<u>-</u>	<u>-</u>	<u>212,705</u>	<u>212,705</u>
Total Assets	<u><u>656,827</u></u>	<u><u>83,737</u></u>	<u><u>212,705</u></u>	<u><u>953,269</u></u>
Liabilities				
Current Liabilities				
Accounts payable	(9,529)	-	-	(9,529)
Accrued wages payable	-	-	-	-
Accrued payroll liabilities	114,563	-	-	114,563
Revenue collected in advance	178,545	-	-	178,545
Total Current Liabilities	<u>283,579</u>	<u>-</u>	<u>-</u>	<u>283,579</u>
Fund Balance				
Restricted	-	83,737	-	83,737
Unassigned	373,248	-	212,705	585,953
Total Fund Balance	<u>373,248</u>	<u>83,737</u>	<u>212,705</u>	<u>669,690</u>
Total Liabilities and Fund Balance	<u><u>\$ 656,827</u></u>	<u><u>\$ 83,737</u></u>	<u><u>\$ 212,705</u></u>	<u><u>\$ 953,269</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 April 30, 2023 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses-DAC	14,389	4,709	32.7%
Vaccinations	53,010	26,852	50.7%
Pet micro-chip	30,292	13,942	46.0%
Onsite adoptions	90,000	95,723	106.4%
Return to owner-DAC	15,806	14,055	88.9%
Return to owner-CLC	25,792	22,111	85.7%
Spay/neuter	79,349	101,045	127.3%
Dona Ana County	1,750,000	1,484,364	84.8%
City of Las Cruces	1,750,000	1,501,818	85.8%
City of Anthony	6,000	2,900	48.3%
Donations & memorials	25,052	43,357	173.1%
Grant Revenue	317,519	104,628	33.0%
City of Sunland Park	2,858	-	0.0%
Village of Hatch	335	-	0.0%
Other revenue	20,973	16,113	76.8%
Investment income	-	7,129	100.0%
Total revenues	<u>4,181,375</u>	<u>3,438,746</u>	82.2%
Expenditures			
Salary	1,957,968	1,704,290	87.0%
Benefits	646,022	583,907	90.4%
Temp agency services	33,331	18,697	56.1%
Repairs and maintenance	48,488	15,319	31.6%
Services	930,330	572,828	61.6%
Supplies	366,539	213,205	58.2%
Insurance	63,840	59,875	93.8%
Other	44,326	31,181	70.3%
Capital outlay	227,006	150,370	66.2%
Total expenditures	<u>4,317,850</u>	<u>3,349,672</u>	77.6%
Net income (loss)	<u>(136,475)</u>	<u>89,074</u>	
Transfer to capital from operations	(21,000)	(17,500)	
Net change in Fund Balance	<u>\$ (157,475)</u>	<u>71,574</u>	
Beginning Fund Balance		<u>301,674</u>	
Ending Fund Balance		<u>\$ 373,248</u>	

BUDGET PARAMETER	83.3%
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**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 April 30, 2023 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	123,593	98,154	79.4%
Benefits	53,612	44,684	83.3%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	40,500	16,622	41.0%
Supplies	3,125	537	17.2%
Insurance	-	-	0.0%
Other	3,937	2,577	65.5%
Capital outlay	<u>136,475</u>	<u>136,475</u>	100.0%
Total expenditures	<u>361,242</u>	<u>299,049</u>	82.8%

**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 April 30, 2023 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	570,262	392,767	68.9%
Benefits	153,663	129,594	84.3%
Temp agency services	-	-	0.0%
Repairs and maintenance	-	-	0.0%
Services	398,628	205,243	51.5%
Supplies	65,846	3,467	5.3%
Insurance	-	-	0.0%
Other	16,500	9,870	59.8%
Capital outlay	<u>83,731</u>	<u>7,095</u>	8.5%
Total expenditures	<u>1,288,630</u>	<u>748,036</u>	58.0%

**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 April 30, 2023 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	722,085	780,957	108.2%
Benefits	252,139	241,142	95.6%
Temp agency services	33,331	18,697	56.1%
Repairs and maintenance	48,488	15,319	31.6%
Services	36,345	84	0.2%
Supplies	212,256	153,123	72.1%
Insurance	-	-	0.0%
Other	22,888	18,370	80.3%
Capital outlay	6,800	6,800	100.0%
Total expenditures	<u>1,334,332</u>	<u>1,234,492</u>	92.5%

**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 April 30, 2023 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Expenditures			
Salary	542,028	432,411	79.8%
Benefitis	186,608	168,488	90.3%
Repairs and maintenance	-	-	0.0%
Services	454,857	350,879	77.1%
Supplies	85,313	56,078	65.7%
Insurance	63,840	59,875	93.8%
Other	1,000	364	36.4%
Capital outlay	-	-	0.0%
Total expenditures	<u>1,333,646</u>	<u>1,068,095</u>	80.1%

Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
and Changes in Fund Balance as of April 30, 2023 (Unaudited)

General Fund 7440	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023	Total	Actual/Bgt. %
Revised Budget	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
Revenues												
Pet licenses-DAC	\$ 14,389	\$ 1,028	\$ 749	\$ 569	\$ 610	\$ 577	\$ 25	\$ -	\$ -	\$ -	4,709	32.7%
Vaccinations	53,010	8,424	904	983	569	824	1,426	9,880	1,491	1,294	26,852	50.7%
Pet micro-chip	30,292	3,242	1,060	725	480	2,680	885	1,995	1,170	935	13,942	46.0%
Onsite adoptions	90,000	2,725	18,745	9,299	12,489	2,935	15,380	9,420	10,593	11,930	95,723	106.4%
Return to owner-DAC	15,806	1,950	1,135	983	800	1,138	2,585	1,310	849	855	14,055	88.9%
Return to owner-CLC	25,792	2,075	2,360	2,220	1,425	2,250	2,440	2,091	3,360	2,345	22,111	85.7%
Spay/neuter	79,349	3,000	2,915	2,655	2,065	2,055	3,325	2,175	2,785	77,685	101,045	127.3%
Dona Ana County	319,000	102,818	132,818	132,818	132,818	132,818	132,818	132,818	132,818	132,818	1,484,364	84.8%
City of Las Cruces	385,000	124,091	124,091	124,091	124,091	124,091	124,090	124,091	124,091	124,091	1,501,818	85.8%
City of Anthony	6,000	-	2,900	-	-	-	-	-	-	-	2,900	48.3%
Donations & memorials	25,052	3,394	7,215	2,808	2,012	12,483	2,805	4,825	1,080	3,850	43,357	173.1%
Grant revenue	317,519	5,233	3,494	10,649	12,117	-	-	-	-	73,135	104,628	33.0%
City of Sunland Park	2,858	-	-	-	-	-	-	-	-	-	-	0.0%
Village of Haich	335	-	-	-	-	-	-	-	-	-	-	0.0%
Other revenue	20,973	1,382	1,177	1,905	1,486	1,831	1,886	1,360	1,656	2,055	16,113	76.8%
Investment income	-	-	(9,789)	-	-	11,880	2,170	789	1,910	169	7,129	100.0%
Total revenues	4,181,375	259,362	289,774	289,716	290,962	295,562	289,835	290,754	281,805	431,162	3,438,746	82.2%
Expenditures												
Salary	1,957,968	155,741	245,137	162,361	162,361	160,462	165,814	169,081	246,044	153,937	1,704,290	87.0%
Benefits	646,022	53,784	84,115	56,178	55,204	54,945	56,777	57,424	82,930	53,198	583,907	90.4%
Temp agency services	33,331	15,125	-	2,735	-	-	-	-	837	-	18,697	56.1%
Repairs and maintenance	48,488	87	2,385	1,833	1,423	194	445	1,391	3,200	3,061	15,319	31.6%
Services	930,330	49,697	60,292	38,504	69,319	38,206	65,092	60,241	53,149	119,152	572,828	61.6%
Supplies	366,539	13,497	17,954	15,379	22,627	18,647	58,298	14,397	28,722	21,569	213,205	58.2%
Insurance	63,840	33,061	8,327	3,168	1,909	1,909	4,463	1,909	-	3,825	59,875	93.6%
Other	44,326	3,393	6,784	2,094	1,857	2,156	2,471	3,537	5,796	1,745	31,181	70.3%
Depreciation	-	-	-	-	-	-	-	-	-	-	-	0.0%
Capital outlay	227,006	-	-	7,095	6,800	101,244	35,231	-	-	-	150,370	66.2%
Total expenditures	4,317,850	324,385	424,994	289,380	321,500	377,763	388,691	307,980	420,678	356,486	3,349,672	77.6%
Net Operating Income (Loss)	(136,475)	(65,023)	(135,220)	336	(30,538)	(82,201)	(98,756)	(17,226)	(138,873)	74,676	89,074	
Transfers	(21,000)	-	-	-	(8,750)	(1,750)	(1,750)	(1,750)	(1,750)	(1,750)	(17,500)	
Net Change in Fund Balance	\$ (157,475)	\$ (65,023)	\$ (135,220)	\$ 336	\$ (39,288)	\$ (83,951)	\$ (100,506)	\$ (18,976)	\$ (140,623)	\$ 72,926	\$ 71,574	

**Animal Service Center of the Mesilla Valley
Grants and Donations Schedule
as of April 30, 2023**

Fund	Project	Project Name	Award Amount	Life-to-Date Expenditures	Remaining Balance	Type	End Date	Purpose
7440	11924	Best Friends Executive Leadership	\$ 5,000	1,249	\$ 3,751	Local Grant	Until Spent	Lifesaving purposes
7440	11943	Carroll Petrie Foundation	\$ 25,000	25,000	\$ -	Local Grant	Until Spent	No stipulations
7440	11944	Maddie's Pet Foster Care COVID Stimulus	\$ 10,000	3,888	\$ 6,112	Local Grant	Until Spent	Supports ASCMV Foster Care Efforts
7440	12049	Carroll Petrie Foundation	\$ 150,000	137,208	\$ 12,792	Local Grant	Until Spent	For general operating Support
7440	12097	Best Friends Animal Society	\$ 40,000	37,510	\$ 2,490	Local Grant	Until Spent	
7440	Unassigned	Pet Smart Charities	\$ 1,000	-	\$ 1,000	Local Grant	Until Spent	
7440	74220	Petco Love Grant	\$ 50,000	50,000	\$ -	Local Grant	02/15/2023	Lifesaving purposes
7440	74221	TNR Mobile Unit	\$ 150,000	-	\$ 150,000	Local Grant	04/30/2023	Exclusively for the purchase of a new TNR mobile unit
7440	74222	Pet Smart Shelter Impact Relief Grant	\$ 30,000	30,000	\$ -	Local Grant	11/30/2022	Support movement of adoptable animals for adoption, transport and/or other positive outcomes
7440	xxxxx	Humane Society	\$ 2,400	-	\$ 2,400	Local Grant	Until Spent	
		Total Grants Balance	\$ 463,400	\$ 284,855	\$ 178,545			

Animal Services Center of the Mesilla Valley

Monthly Statistics Report-April 2023

INTAKE	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock <small>(horse, goat, sheep, pig, donkey)</small>	Wildlife <small>(skunk, bat, coyote, fox, raccoon)</small>	Total
City of Las Cruces										
Owner Surrender	61	17								78
Returned Adoptions	10	1								11
Seized/Welfare Hold	31	1								32
Strays (brought in by the public)	83	46	1							130
Strays (brought in by Animal Control)	98	85					1			184
Wildlife									1	1
Subtotal City of Las Cruces	283	150	1	0	0	0	1	0	1	436
Doña Ana County										
Owner Surrender	46	1								47
Returned Adoptions	2	0								2
Seized/Welfare Hold	11	1								12
Strays (brought in by the public)	20	37					1			58
Strays (brought in by Animal Control)	139	93					2			234
Wildlife									1	1
Subtotal Doña Ana County	218	132	0	0	0	0	3	0	1	354
Anthony, NM										
Owner Surrender	2	11								13
Hatch	8	0								8
Mesilla	0	0								0
Sunland Park	14	4								18
WSMR	0	0								0
Born In Care	0	0								0
Community Cats	0	0								0
Jurisdiction Unknown/Other	2	0								2
Transfers In										0
Total Intake	527	297	1	0	0	0	4	0	2	831

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Total
Medical - HW Positive - TX										0
Medical - HW Positive - Non TX										0
Medical - Mange - TX										0
Medical - Mange - Non TX										0
Medical - Mass										0
Medical - Neurological										0
Medical - Organ Failure										0
Medical - Parvo - Exposed	8	0								8
Medical - Parvo - TX										0
Medical - Parvo - Non TX	36	0								36
Medical - Pregnant										0
Medical - Prolapse										0
Medical - Respiratory Signs - TX	6	0								6
Medical - Respiratory Signs - Non TX	30	6								36
Medical - Ringworm	3	0								3
Offsite Euthanasia										0
Rabies Suspect - General	2	6								8
Rabies Suspect - Injured										0
Rabies Suspect - Sick/Symptomatic										0
Rabies Suspect - Wildlife									1	1
Severe Injuries - Animal Attack	1	1								2
Severe Injuries - General										0
Severe Injuries - Hit By Car	3	0								3
Space - Behavior	8	0								8
Space - General										0
Space - Medical	12	0								12
Wildlife - Nuisance										0
Subtotal Euthanized	175	36	0	0	0	0	0	0	1	212
Euthanasia Rate	33.2%	12.1%	na	na	na	na	na	na	50.0%	25.5%
Total Outcome	523	277	1	0	1	0	4	0	1	807

Grand Total	Intake*	527	297	1	0	0	4	0	2	831
	Outcome*	523	277	1	0	1	4	0	1	807
Statistics	Live Release Rate	62.1%	86.4%	100.0%	na	#DIV/0!	na	100.0%	na	0.0%
	Euthanized, Expired in Care, DOA	182	40	0	0	0	0	0	1	223
	Average Intake/day	17.6	9.9	0.0	0.0	0.0	0.1	0.0	0.1	27.7
	Average Outcome/day	17.4	9.2	0.0	0.0	0.0	0.1	0.0	0.0	26.9
	Average Euthanizations/day	5.8	1.2	0.0	0.0	0.0	0.0	0.0	0.0	7.1
	Average RTO/day	3.6	0.1	0.0	0.0	0.0	0.0	0.0	0.0	3.7
	Average Adoptions/day	3.7	0.5	0.0	0.0	0.0	0.1	0.0	0.0	4.3

**ASCMV Website Page Views -- 37,903 **ASCMV Instagram -- 40,288 people reached; 273,057 impressions; 245 ad clicks
 **ASCMV Facebook Page Views -- 11,671 **ASCMV Snapchat -- 1,300 swipe ups



**ANIMAL SERVICES CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2023-04**

A RESOLUTION TO ACCEPT THE \$2,500 MCCUNE FOUNDATION GENERAL OPERATING SUPPORT GRANT AND ADJUST THE ADOPTED FY2023 BUDGET ALLOWING THE GRANT.

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

WHEREAS the ASCMV applied for and received a McCune Foundation grant; and

WHEREAS the funds will be used to sponsor 250 microchips at an ASCMV low-cost public pet vaccination/microchipping clinic.

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

(I)

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

(II)

THAT once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY2023 budget for the ASCMV.

(III)

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

PASSED AND APPROVED this 25th day of May, 2023.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Manuel Sanchez, Chair _____ yea nay

Kasandra Gandara, Vice-chair _____ yes nay

Christopher Schaljo-Hernandez, Member _____ yea nay

Becky Corran, Member _____ yea nay

Fernando Macias, Member _____ yea nay

Yvonne Flores, Member _____ yea nay

Barbara De Leon, Ex-officio Member _____ yea nay

Mary Lou Ward, Ex-officio Member _____ yea nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2022-23

Exhibit "A"

	7440 ANIMAL SERVICES CENTER 2022-23			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
	RESOURCES			
Beginning Balance	\$ 416,237	416,237	0	416,237
Revenues				
Municipal Gross Receipts Tax	0	0	0	0
Public Safety Gross Receipts Tax	0	0	0	0
Hold Harmless Replacement GRT	0	0	0	0
State-Shared Gross Receipts Tax	0	0	0	0
Environmental Gross Receipts Tax	0	0	0	0
County Environmental Gross Receipts Tax	0	0	0	0
Internet Sales Gross Receipts Tax	0	0	0	0
Gasoline Tax	0	0	0	0
Cannabis Excise Tax	0	0	0	0
Lodgers Tax	0	0	0	0
Property Taxes	0	0	0	0
Payment In Lieu of Property Tax	0	0	0	0
Franchise Fees	0	0	0	0
Payment In Lieu of Franchise Fees	0	0	0	0
Licenses, Fees & Permits	55,058	14,389	0	14,389
Convention Center Fee	0	0	0	0
Auto License - State Shared	0	0	0	0
Fines & Forfeitures	0	0	0	0
Charges For Services	3,524,415	3,824,415	0	3,824,415
Natural Gas Sales - Commodity	0	0	0	0
Motor Pool Maintenances Charges	0	0	0	0
Fuel Charges	0	0	0	0
Intergovernmental	0	0	0	0
Investment Income	0	0	0	0
Miscellaneous Revenues	25,052	25,052	0	25,052
Federal Grants	0	0	0	0
State Grants	0	0	0	0
Local Grants	237,519	317,519	77,500	395,019
Debt Service	0	0	0	0
Total Revenues	3,842,044	4,181,375	77,500	4,258,875
TOTAL RESOURCES	\$ 4,258,281	4,597,612	77,500	4,675,112
Expenditures				
General Government	0	0	0	0
Legislative	0	0	0	0
Municipal Court	0	0	0	0
Chief Administrative Officer	0	0	0	0
City Manager	0	0	0	0
Legal	0	0	0	0
Las Cruces Police Department	0	0	0	0
Las Cruces Fire Department	0	0	0	0
Utilities	0	0	0	0
Economic Development	0	0	0	0
Internal Audit	0	0	0	0
Assistant City Manager-400	0	0	0	0
Human Resources	0	0	0	0
Financial Services	0	0	0	0
Information Technology	0	0	0	0
Fleet	0	0	0	0
Assistant City Manger-500	0	0	0	0
Parks & Recreation	0	0	0	0
Community Development	0	0	0	0
Quality of Life	0	0	0	0
Public Works	0	0	0	0
ASCMV	3,842,044	4,317,850	77,500	4,395,350
Total Expenditures	\$ 3,842,044	4,317,850	77,500	4,395,350
Other Resources				
Operating Transfers In	0	0	0	0
Operating Transfers Out	(705,000)	(21,000)	0	(21,000)
Total Other Resources	\$ (705,000)	(21,000)	0	(21,000)
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ (288,763)	258,762	0	258,762



**ANIMAL SERVICES CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2023-05**

A RESOLUTION TO ACCEPT THE \$75,000 PETCO LOVE ANIMAL WELFARE ORGANIZATION (AWO) GRANT AND ADJUST THE ADOPTED FY2023 BUDGET ALLOWING THE GRANT.

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

WHEREAS the ASCMV applied for and received a Petco Love AWO grant; and

WHEREAS the funds will be used to help the ASCMV increase its lifesaving impact on the animals and communities in Dona Ana County.

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

(I)

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

(II)

THAT once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY2023 budget for the ASCMV.

(III)

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

PASSED AND APPROVED this 25th day of May, 2023.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Manuel Sanchez, Chair _____ yea nay

Kasandra Gandara, Vice-chair _____ yes nay

Christopher Schaljo-Hernandez, Member _____ yea nay

Becky Corran, Member _____ yea nay

Fernando Macias, Member _____ yea nay

Yvonne Flores, Member _____ yea nay

Barbara De Leon, Ex-officio Member _____ yea nay

Mary Lou Ward, Ex-officio Member _____ yea nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2022-23

Exhibit "A"

	7440 ANIMAL SERVICES CENTER 2022-23			
	Original Budget	Amended Budget	Req. Adjustment	Adjusted Budget
	RESOURCES			
Beginning Balance	\$ 416,237	416,237	0	416,237
Revenues				
Municipal Gross Receipts Tax	0	0	0	0
Public Safety Gross Receipts Tax	0	0	0	0
Hold Harmless Replacement GRT	0	0	0	0
State-Shared Gross Receipts Tax	0	0	0	0
Environmental Gross Receipts Tax	0	0	0	0
County Environmental Gross Receipts Tax	0	0	0	0
Internet Sales Gross Receipts Tax	0	0	0	0
Gasoline Tax	0	0	0	0
Cannabis Excise Tax	0	0	0	0
Lodgers Tax	0	0	0	0
Property Taxes	0	0	0	0
Payment In Lieu of Property Tax	0	0	0	0
Franchise Fees	0	0	0	0
Payment In Lieu of Franchise Fees	0	0	0	0
Licenses, Fees & Permits	55,058	14,389	0	14,389
Convention Center Fee	0	0	0	0
Auto License - State Shared	0	0	0	0
Fines & Forfeitures	0	0	0	0
Charges For Services	3,524,415	3,824,415	0	3,824,415
Natural Gas Sales - Commodity	0	0	0	0
Motor Pool Maintenances Charges	0	0	0	0
Fuel Charges	0	0	0	0
Intergovernmental	0	0	0	0
Investment Income	0	0	0	0
Miscellaneous Revenues	25,052	25,052	0	25,052
Federal Grants	0	0	0	0
State Grants	0	0	0	0
Local Grants	237,519	317,519	77,500	395,019
Debt Service	0	0	0	0
Total Revenues	3,842,044	4,181,375	77,500	4,258,875
TOTAL RESOURCES	\$ 4,258,281	4,597,612	77,500	4,675,112
Expenditures				
General Government	0	0	0	0
Legislative	0	0	0	0
Municipal Court	0	0	0	0
Chief Administrative Officer	0	0	0	0
City Manager	0	0	0	0
Legal	0	0	0	0
Las Cruces Police Department	0	0	0	0
Las Cruces Fire Department	0	0	0	0
Utilities	0	0	0	0
Economic Development	0	0	0	0
Internal Audit	0	0	0	0
Assistant City Manager-400	0	0	0	0
Human Resources	0	0	0	0
Financial Services	0	0	0	0
Information Technology	0	0	0	0
Fleet	0	0	0	0
Assistant City Manger-500	0	0	0	0
Parks & Recreation	0	0	0	0
Community Development	0	0	0	0
Quality of Life	0	0	0	0
Public Works	0	0	0	0
ASCMV	3,842,044	4,317,850	77,500	4,395,350
Total Expenditures	\$ 3,842,044	4,317,850	77,500	4,395,350
Other Resources				
Operating Transfers In	0	0	0	0
Operating Transfers Out	(705,000)	(21,000)	0	(21,000)
Total Other Resources	\$ (705,000)	(21,000)	0	(21,000)
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ (288,763)	258,762	0	258,762



**ANIMAL SERVICES CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2023-06**

A RESOLUTION AUTHORIZING THE ASCMV TO ACCEPT BUDGET ADJUSTMENTS FOR VARIOUS PROGRAMS THROUGH AN AMENDMENT TO THE ASCMV'S ADOPTED FY23 BUDGET.

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

WHEREAS the ASCMV applied for and received grants from the Carroll Petrie Foundation and Best Friends Animal Society; and

WHEREAS the funding from these grants has been re-directed by the grantors and will be used to help the ASCMV cover operating expenses and support it's lifesaving impact on the animals and communities in Dona Ana County.

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

(I)

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

(II)

THAT once approved, a copy of the signed, recorded resolution and any supporting documentation will be submitted to the City of Las Cruces, as fiscal agent for submission to the Department of Finance and Administration (DFA) for approval and incorporation into its (City of Las Cruces) respective budget for inclusion in the FY2023 budget for the ASCMV.

(III)

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

PASSED AND APPROVED this 25th day of May, 2023.

Board Chair

MOVED BY: _____

SECONDED BY: _____

VOTE:

Manuel Sanchez, Chair _____ yea nay

Kasandra Gandara, Vice-chair _____ yes nay

Christopher Schaljo-Hernandez, Member _____ yea nay

Becky Corran, Member _____ yea nay

Fernando Macias, Member _____ yea nay

Yvonne Flores, Member _____ yea nay

Barbara De Leon, Ex-officio Member _____ yea nay

Mary Lou Ward, Ex-officio Member _____ yea nay

ATTEST:

Amanda López Askin, Ph. D., County Clerk

CITY OF LAS CRUCES
BUDGET ADJUSTMENT REQUEST
BUDGET FISCAL YEAR 2022-23

Exhibit "A"

	7440 ANIMAL SERVICES CENTER 2022-23			
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County Environmental Gross Receipts Tax	0	0	0	0
Internet Sales Gross Receipts Tax	0	0	0	0
Gasoline Tax	0	0	0	0
Cannabis Excise Tax	0	0	0	0
Lodgers Tax	0	0	0	0
Property Taxes	0	0	0	0
Payment In Lieu of Property Tax	0	0	0	0
Franchise Fees	0	0	0	0
Payment In Lieu of Franchise Fees	0	0	0	0
Licenses, Fees & Permits	55,058	14,389	0	14,389
Convention Center Fee	0	0	0	0
Auto License - State Shared	0	0	0	0
Fines & Forfeitures	0	0	0	0
Charges For Services	3,524,415	3,824,415	3,751	3,828,166
Natural Gas Sales - Commodity	0	0	0	0
Motor Pool Maintenances Charges	0	0	0	0
Fuel Charges	0	0	0	0
Intergovernmental	0	0	0	0
Investment Income	0	0	0	0
Miscellaneous Revenues	25,052	25,052	0	25,052
Federal Grants	0	0	0	0
State Grants	0	0	0	0
Local Grants	237,519	317,519	150,000	467,519
Debt Service	0	0	0	0
Total Revenues	3,842,044	4,181,375	153,751	4,335,126
TOTAL RESOURCES	\$ 4,258,281	4,597,612	153,751	4,751,363
Expenditures				
General Government	0	0	0	0
Legislative	0	0	0	0
Municipal Court	0	0	0	0
Chief Administrative Officer	0	0	0	0
City Manager	0	0	0	0
Legal	0	0	0	0
Las Cruces Police Department	0	0	0	0
Las Cruces Fire Department	0	0	0	0
Utilities	0	0	0	0
Economic Development	0	0	0	0
Internal Audit	0	0	0	0
Assistant City Manager-400	0	0	0	0
Human Resources	0	0	0	0
Financial Services	0	0	0	0
Information Technology	0	0	0	0
Fleet	0	0	0	0
Assistant City Manger-500	0	0	0	0
Parks & Recreation	0	0	0	0
Community Development	0	0	0	0
Quality of Life	0	0	0	0
Public Works	0	0	0	0
ASCMV	3,842,044	4,317,850	153,751	4,471,601
Total Expenditures	\$ 3,842,044	4,317,850	153,751	4,471,601
Other Resources				
Operating Transfers In	0	0	0	0
Operating Transfers Out	(705,000)	(21,000)	0	(21,000)
Total Other Resources	\$ (705,000)	(21,000)	0	(21,000)
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ (288,763)	258,762	0	258,762

CARROLL PETRIE FOUNDATION

401 East Palace Avenue
Santa Fe, New Mexico 87501

Attachment 1

May 15, 2023

VIA E-MAIL

Mr. Clint Thacker, Executive Director
Animal Services Center of the Mesilla Valley
3551 Bataan Memorial West
Las Cruces, NM 88012

Re: Grant No. 2022-10 – Second Amendment Letter

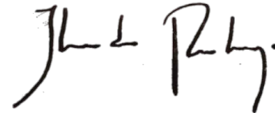
Dear Clint:

Please be advised the following change to the above referenced grant has been approved:

1. Grant funds restricted to the purchase of a new spay/neuter mobile unit and a new TNR mobile unit are released to be used exclusively for the general support of the Animal Services Center of the Mesilla Valley.

All other terms of the Grant Agreement and Amendment Letter not modified by this letter, remain in full force and effect. If you have any questions relating to your grant, please contact your new program officer Laura Bonar (laura@carrollpetrie.org).

Yours sincerely,



Theodora Portago, President
Carroll Petrie Foundation

Cc: Laura Bonar (via e-mail)

From: [Clinton Thacker](#)
To: [Bernice Navarro](#)
Subject: FW: ASCMV Grants
Date: Thursday, September 1, 2022 2:36:38 PM
Attachments: [image002.png](#)

FYI on the best friends grant I got a long time ago for the executive leadership program. I talked to Marla and she said to spend it on something lifesaving. S we have \$3,700 more to work with.

Clint



Clint Thacker
EXECUTIVE DIRECTOR
575-382-0018
CThacker@Las-Cruces.org
ASCMV.org

"MAY WE EVER CHOOSE THE HARDER RIGHT, INSTEAD OF THE EASIER WRONG."
• THOMAS S. MONSON

From: Armando Lerma <alerma@las-cruces.org>
Sent: Thursday, September 1, 2022 2:29 PM
To: Clinton Thacker <cthacker@las-cruces.org>
Subject: RE: ASCMV Grants

I can change the description on the financials.

Thank you,

Armando Lerma
Accountant/Financial Services/Accounting
Direct: 575-541-2513 Main: 575-541-2354 alerma@las-cruces.org



From: Clinton Thacker <cthacker@las-cruces.org>
Sent: Thursday, September 1, 2022 2:09 PM
To: Armando Lerma <alerma@las-cruces.org>
Subject: RE: ASCMV Grants

The first Best Friends grant on the list, to support me in the Best friends executive leadership program, was from several years ago. I just talked to Best Friends rep and they do not want the back. They said to use it for life saving purposes. What do we need to show the change in grant purpose?

Clint



Clint Thacker
EXECUTIVE DIRECTOR
575-382-0018
CThacker@Las-Cruces.org
ASCMV.org

"MAY WE EVER CHOOSE THE HARDER RIGHT, INSTEAD OF THE EASIER WRONG."

- THOMAS S. MONSON

From: Armando Lerma <alerma@las-cruces.org>

Sent: Thursday, September 1, 2022 1:31 PM

To: Clinton Thacker <cthacker@las-cruces.org>

Subject: ASCMV Grants

Hi Clinton,

Grant sheet is attached. That was as of 07/31, so there may have been some activity in August.

Thank you,

Armando Lerma

Accountant/Financial Services/Accounting

Direct: 575-541-2513 Main: 575-541-2354 alerma@las-cruces.org



From: [Clinton Thacker](#)
To: [Armando Lerma](#)
Cc: [Bernice Navarro](#)
Subject: FW: Grant funds
Date: Thursday, September 1, 2022 4:33:56 PM
Attachments: [image002.png](#)

Armando,

Just for the records, here is an from Best Friends rep stating we can use those funds on what we need.

Thanks for helping us!



Clint Thacker
EXECUTIVE DIRECTOR
575-382-0018
CThacker@Las-Cruces.org
ASCMV.org

“MAY WE EVER CHOOSE THE HARDER RIGHT, INSTEAD OF THE EASIER WRONG.”

- *THOMAS S. MONSON*

From: Marla Browne <marlab@bestfriends.org>
Sent: Thursday, September 1, 2022 3:40 PM
To: Clinton Thacker <cthacker@las-cruces.org>
Cc: Jessica Gutmann <jessicagutmann@bestfriends.org>
Subject: Grant funds

Hi Clint,

We're all set internally for you to use those grant funds that were earmarked for ELC on whatever you need.

Thanks for checking!

Marla Browne
National shelter embed program manager
Best Friends Animal Society
303-808-1695
bestfriends.org
facebook.com/bestfriendsanimalsociety | twitter.com/bestfriends



Together, we can Save Them All[®].