

North Utah Valley Animal Services Special Service District

Board Meeting Minutes

March 26th, 2026

108 South 100 East, Pleasant Grove, Utah 84062

BOARD MEMBERS PRESENT

Cedar Hills	Chandler Goodwin
Highland	Scott Smith
Lehi	Chad Ray
Lindon	Orlando Ruiz
Orem	Blake Fenn
Orem	Kris Pease
Saratoga Springs	Owen Jackson
Utah County	Steve Alder
Utah County	Yvette Rice

BOARD MEMBERS ABSENT

American Fork	Ryan Archuleta
Eagle Mountain	Fionnuala Kofoed
Pleasant Grove	Carl Nielson
Vineyard	Eric Ellis

OTHERS PRESENT

CEO/Director	Tug Gettling
CPA	Ian Robbins
Legal Counsel	Laramie Merritt
Minutes	Shaylee Wiser

OPEN THE MEETING

1. **Welcome and Introductions:** Yvette Rice welcomed everyone and opened the meeting at 10:05 AM.
2. **Prayer/Thought:** Prayer offered by Chandler Goodwin.

WORK SESSION ITEMS

1. **No Items:**

PUBLIC HEARING ITEMS

1. **No Items:**

GENERAL MEETING ITEMS

1. **Public Comment:** Kate Hall from Best Friends Animal Society introduced herself and offered support if anything is needed. She is grateful for all the work that NUVAS does for the animals.

2. **Review and Approve Minutes from the February 26, 2026 Meeting:** Scott Smith made a motion to approve the minutes from the February 26, 2026 Board Meeting, Chandler Goodwin seconded the motion. All in favor, motion carried.
3. **Agreed Upon Procedures/Audit:** Ian Robbins presented the report for the agreed upon procedures for NUVAS. He explained the procedures ensure the financial information given by Tug match the records kept by Orem City, and the budget is accurate. There are no findings outside of normal parameters to bring to the board's attention, though if there was, he would be mentioning them now. The board discussed the revenue threshold for a full audit, which is \$1 million. The shelter was just under that threshold last year, at about \$995,000, so a full audit was not necessary. They are potentially expecting to exceed that threshold this year.
4. **Financial Report:** Tug Gettling
 - a. Check Register: Tug reported the two biggest expenses for February were for Rocky Mountain Power and Enbridge Gas, though the gas bill was lower than it has been in previous winters due to the mild winter. Everything else was as expected.
 - b. Financial Statement: 72.9% of the year has passed. Income is at 83.7% and expenses are at 63%. Animal Sales & Adoptions are at 80%. Animal Boarding and Surrender for Adoption fees are around 50%, which Tug said are from the low number of animals in the shelter recently. Salaries & Wages for Permanent (full-time) employees are at 67.8%, and Salaries & Wages for Temporary (part-time) employees are at 68.4%.
5. **Shelter Progress Report:** Tug Gettling
 - a. All facilities are currently working.
 - b. NUVAS has hired a new Animal Care Attendant, scheduled to start next Tuesday. The position opened due to one of the part-time employees recently accepting a job elsewhere.
 - c. Animal Numbers:
 - i. There are currently 34 dogs and 37 cats in the shelter.
 - ii. 67% redemption rate for dogs in February, with a 93% live release rate.
 - iii. 8% redemption rate for cats in February, with a 60% live release rate.
 - iv. NUVAS is continuing to accept owner surrendered animals.
 - v. Most animals are getting out of the shelter pretty quickly.
 - d. Events:
 - i. Many donations of food and supplies have been received.
 - ii. A rescue recently donated 17 bags of cat litter.
 - iii. Evening Arts Pet Accessories is planning another Shelter Support Program event that will take place in April.
 - e. Tug announced to the board that SB201 passed earlier this month, and takes effect on May 6. He explained the bill requires animal shelters to reach out to other animal organizations before an animal is euthanized, to see if there is any interest in the animal. Dogs that are deemed dangerous are an exception to the bill, and can be euthanized without notifying other organizations. Tug briefly went over the changes the shelter will be making to create a notification system for animals on the euthanasia list.
 - f. The volunteers are doing really well. They are rotating in some new volunteers, and continue to accept group projects and one-time volunteers.
 - g. There are a total of 78 rescue groups working with NUVAS.
 - h. The Facebook page is doing well. Tug mentioned they are working on making a backdrop where they can take photos of the animals who have been adopted, to post on social media.

- i. RFP: The contract revisions are still going back and forth. Some changes were made, but the final draft has been sent.
 - j. Interlocal Agreement: The contract with Orem City has been signed and renewed for \$3,000 per year for HR, accounting, and payroll services. Tug expressed that by keeping the cost low for services, it saves both NUVAS and Orem City money, rather than having NUVAS contract with an outside party at a higher cost.
 - k. Tug reminded everyone that next month will be the tentative budget hearing for the new fiscal year.
6. **Discuss Legal Counsel Representation:** Laramie informed the board that his firm has moved locations, but they are still operating under Hansen Law while they work to get everything transferred to Merritt-Egner Law. He explained the proposed contract isn't ready yet because they want the contract to be under the new name, though he described the change in price of services they will be offering. Currently, attorney fees are \$150 and paralegal fees are \$100. Laramie proposed the prices will stay the same for the first year, and bump to \$250 for attorney fees and \$150 for paralegal fees next year, which is still lower than average at other firms. After some discussion, the board agreed to wait until Laramie could get the new contract to them before they made a decision.
7. **Other Business:** Owen asked if the shelter assessment is still planned to begin in April, since the contract is still under revision. Tug and Laramie confirmed that the final revisions to the contract are the only thing holding up the process, and they are expecting the assessment to begin soon after it's completed. Yvette reminded everyone the next board meeting will be on April 30 at 10:00 AM, and encouraged everyone to be there for the tentative budget.
8. **Adjourn:** Yvette adjourned the meeting at 10:27 AM.

CLOSED DOOR SESSION

1. **No Items**

Next Meeting: April 30, 2026 @ 10:00 AM