



**SOUTH UTAH VALLEY ANIMAL SERVICES
SPECIAL SERVICE DISTRICT
BOARD OF DIRECTORS MEETING**

Date: Tuesday, September 15, 2026

Time: 10:30 a.m.

Location: South Utah Valley Animal Shelter – Conference Room
582 West 3000 North, Spanish Fork, Utah

1. Call to Order

2. Roll Call

3. Approval of Minutes

- Board Meeting held August 11, 2026

4. Public Comment

5. Monthly Financial Reports

- Review and presentation of August 2026 Standard Financial Report, Operational Budget Report, and PTIF statement

6. Community Outreach Presentation

- Brooklyn Turner – Multi-Platform Outreach Review

7. Action Items

8. Director's / Shelter Report

- Monthly shelter statistics – Carrie
- Community events and vaccination/licensing clinics & upcoming events
- Upcoming Fall in Love Adoption Event – September 24, 5:00–8:00 p.m.
- Provo Mayor correspondence and supporting shelter data
- General shelter updates

9. Board Member Comment

10. Other Business

11. Discussion and Possible Action to Set the Date and Time of the Next Board Meeting.

12. Adjournment



**South Utah Valley Animal Special Service District
Board Meeting Minutes Tuesday August 11, 2026
South Utah Valley Animal Shelter Conference Room
582 W 3000 N Spanish Fork UT 84660**

Board Member Attendance

Lt. Laursen	Chief Rod Hurst	@RandiLyn Warner
Chief Lance Haight*	Clay Hooley	@Dr Bott
LEO Phil Christensen*	Chief Brad Bishop	@Legal-not filled
Kari Malkovich	Kevin Oyler	Shawn Carter*

Kierstan Munford Ex-Director (* Absent / @ At large) Carrie Ward-Minutes
Jonathan MacHee attended for Goshen and there were two members of the public present.

1. The meeting was called to order at 10:36 AM by Chairman Hurst.
2. Roll was taken by Carrie Ward as members had arrived. Dr. Bott arrived at 10:45 AM.
3. Approval of minutes from Board Meeting held on May 12, 2026. I'll motion to approve. **1st Kari Malkovich, 2nd Chief Bishop.** Motion passed unanimously.
4. Public Comment: Kate Hall from Best Friends thanked SUVAS for working with Best Friends to rescue cats.
5. Action Items:
 - Legal: Kierstan presented a prepared paper explaining that Wasatch Behavioral Health relies on Utah Code 17D-1-103(4) to use Utah County Legal. SUVAS may be able to use the same code to use Utah County Legal Services as a Special Service District or a subdivision of Utah County. They have proposed that it would be at \$75 per hour and month to month. This would be without a contract and the Sheriff would have to set the parameters for the service and how billing would be done. Whether it would be paid outright or if the Utah County billing would be offset by what the shelter is accruing in

billing Utah County. Chairman Hurst would like agreement from the Board before entering into an agreement with Legal. The Board would like a representative to come to the meetings to sit in and advise if necessary. They would also like to have the lawyer look over things to make sure that the shelter is in compliance with trainings, personnel policies, etc. Lt. Laursen would like them to come in to do a short audit to make sure things are in compliance. I'll make a motion that we approve our contractual agreement with Utah County Legal for services for the Board. **1st Chief Bishop, 2nd Kevin Oyler.** Passed unanimously.

- GRAMA Policy: The written policy and pricing were presented. Chief Hurst was concerned if SUVAS had an appeals person if someone disputes a GRAMA fulfillment or denial. Carrie has been handling the requests as she is certified. Kierstan will look over any denials or possibly send them on to legal. Kierstan will add an appeals person to the GRAMA policy that is being approved today. I motion that we accept the fee schedule. **1st Kari Maldovich, 2nd Chief Bishop.** Motion passed unanimously.
 - Discussion of Spring Lake joining the South Utah Valley Animal Services Special Service District: The discussion was that we want them to be a member of the District. There will have to be an inter-local agreement with them and a buy in of \$2547.88. Consensus was that any legal overview of this should be paid by Spring Lake. All interlocal agreements may have to be reviewed by legal at a later date. I move that we propose to Spring Lake the ability to join the District with the base fee of \$2547.88 and then going forward they would pay their portion of whatever animals get brought in from their city. **1st Kevin Oyler, 2nd Chief Bishop.** Motion passed unanimously.
6. Director's Report by Kierstan Munford. Today's animal count was 66 Dogs with 10 in foster and 152 cats with 40 in foster. A couple of upcoming Clinics, first here at the shelter September 3 from 6-8 PM and Payson on September 12 from 10 AM to noon. The suvas.org website has been updated and the new licensing system is up and running with new features. Our Fall in Love Event will be on September 24th here at the shelter. Kierstan presented an informational sheet about the "At Risk" list. She explained that the

public has been sharing some misinformation about it. This informational sheet is to explain things to the public. This is not to defend or argue, it is putting the facts out there. Kierstan plans to put it on the website as public information. The Board members would like Kierstan to send them a copy of it. Carrie presented the stats for July where we did make a 96% save rate for dogs and an 87% save rate for cats due to Best Friends taking a majority of the feral cats. Kate Hall was asked what they do with these cats and she responded that they have taken them all to Knab.

7. Board Member Comments: Randilyn Warner commented on some neighbors having a dispute about roaming cats. She asked for ideas about how to solve this. Chief Hust suggested that Best Friends may help her spay/neuter and allow her to keep two to three of them as a solution. Kate Hall from BF suggested deterrents. She also said they are helping someone in American Fork with 90 cats and have spayed/neutered many of them and brought them to Knab to their sanctuary. Then Dr. Bott had some comments. He reminded the Board that Utah State now has a 4 year veterinary program. They just finished their first year and are dedicating the building on August 28th. He also serves on their Advisory Board and in August, they will be bringing in 80 students. When they get to their 4th year, they will be distributed into the communities to clinics. He advises the the Shelter establish itself as a rotation for students. The students would do 2 week rotations. This will be several years out, but would benefit the shelter and the students. The shelter would receive funding of \$1000 per student per rotation. Kierstan suggested a mobile office to set up as a surgical suite and Dr. Bott would be able to help with much of the equipment. It will still be several years out.
8. Other Business: Motion to go into closed session to discuss some legal and legislative issues. **1st Kari Malkovich, 2nd Chief Bishop.** Motion unanimously passed.
9. The next Board meeting will be on September 15 at 10:30 AM.
10. Motion to adjourn. **1st Kevin Oyler, 2nd Chief Hurst.** Motion passed.

SOUTH UTAH VALLEY ANIMAL SERVICES

August 2026 Monthly Financial Report

Board Meeting Handout | September 15, 2026

August Operating Income	August Operating Expense	August Operating Surplus	PTIF Ending Balance
\$114,392.17	\$105,823.00	\$8,569.17	\$834,180.17

Fiscal Year-to-Date Snapshot

Measure	Through August 30	Budget / Position
Operating Income	\$363,541.62	31.11% of \$1,168,420 budget
Operating Expenses	\$199,416.53	16.43% of \$1,213,420 budget
Income Over Expenses	\$164,125.09	Before non-operating income
Total Income / Expense	\$166,922.90	Includes \$2,797.81 YTD interest posted in report
Cash & Cash Equivalents	\$1,085,716.18	As reflected in Standard Financial Report

August Revenue Highlights

- Participating city/county revenue received in August: \$86,458.20.
- Public service fee revenue in August: \$27,933.97.
- Largest August public revenue categories included licensing (\$7,599.02), donations (\$3,900.95), spay/neuter fees (\$3,365.00), boarding (\$3,060.00), and impound fees (\$2,850.00).

August Expense Highlights

- Salaries, wages and benefits: \$80,684.48.
- Supplies: \$11,217.56, including \$7,546.29 in grant-funded expenditures.
- Other operating expenses: \$11,378.92, including \$8,857.52 for workers compensation insurance and \$1,000.00 for professional services.
- Total August operating expenses: \$105,823.00.

PTIF Investment Account

The August PTIF statement shows a beginning balance of \$831,400.32, \$2,779.85 in interest earned/reinvested, and an August 31 ending balance of \$834,180.17.

Timing note: the Standard Financial and Operational Budget reports run through August 30, while the PTIF statement includes the August 31 interest reinvestment. This is why the PTIF balance in the month-end investment statement is higher than the amount shown in the August 30 financial report.

Board Review

Attached financial documents: August Standard Financial Report, August Operational Budget Report, and August PTIF Statement of Account.

SOUTH UTAH VALLEY ANIMAL SERVICES

September 2026 Shelter Update

Board Meeting Handout | September 15, 2026

Animals Served	Adoptions	Returned to Owners	Rescue Transfers
403	111	69	182

August Outcome Snapshot

- August outcomes included 111 adoptions, 69 pets returned to their owners, and 182 animals transferred to rescue partners.
- Twenty-eight animals were euthanized: 23 were classified as not adoptable and 5 were feral cats. Zero adoptable animals were euthanized during August.

Community Outreach

- Brooklyn Turner will present the Multi-Platform Outreach Review, highlighting expanded social media, the updated website and licensing system, newsletters, events, sponsors and community partners, and the volunteer and foster programs.
- The outreach effort is focused on connecting more residents with shelter services, lost-pet resources, adoption, fostering, volunteering, licensing, and community programs.

Clinics & Upcoming Events

- September 3 Shelter Vaccination & Licensing Clinic — Total revenue: \$4,387 Licensing revenue: \$867
- September 12 Vaccination & Licensing Clinic — Payson High School, 10:00 a.m.–12:00 p.m.
- September 24 Fall in Love Adoption Event — 5:00–8:00 p.m. at the shelter, including family-friendly booths and pick-your-price pet adoptions.

Mayor / Community Concerns Update

- SUVAS provided Mayor Judkins with a factual response and supporting documentation after concerns were raised regarding shelter operations and animal outcomes. The purpose was to put the shelter's actual data and programs in one place rather than respond to individual opinions.
- The materials included 2023–2025 year-end statistics, 2026 data and Community Impact information, SB201/rescue-notification information, outreach and program outcomes, success stories, grant information, and rescue-outreach examples.
- Key context included SUVAS's role as an open-admission municipal shelter, three years of documented outcomes, rescue partnerships, adoption and reunification efforts, and clarification that the SB201 rescue-notification list is not an automatic euthanasia list.
- The same compiled information is available to participating municipalities if similar questions or concerns are raised in their communities.

Board Resources

- Detailed shelter statistics, supporting Mayor-response documentation, and city-specific information are available upon request.
- The August financial summary is provided as a separate Board handout.