

BURLESON ANIMAL SHELTER ADVISORY COMMITTEE  
September 20, 2023  
**DRAFT MINUTES**

Roll Call

Members Present

1. Kim Peckler
2. Lisa Chick
3. Donna Riggs
4. Lisa Duello
5. Trina Argo
6. Dena Hooley

Absent

Liriane Davis  
Steven Janssen  
Jennifer Stockemer  
Syriana Smith  
Dr. Susan Andrews

Staff

Angel Strotman

**1. Call to Order – Time: 11:53 a.m.**

*Motion made by Donna Riggs and second by Lisa Duello  
Motion passed 5-0*

**A. Consider approval of the minutes from the March 8, 2023 Animal Shelter Advisory Committee meeting.**

- *Minutes denied*
- *Not enough voting members to approve*

**2. Citizen Appearances – No citizen appearances**

**3. Reports and Discussion Items**

**A. Receive a report and hold a discussion on Animal Services' monthly report on shelter operations for FY 22-23.**

*The statistical summary report for FY 22-23, provides the following operational information:*

<i>Revenue breakdown</i>	<i>Intake type</i>
<i>Revenue – yearly comparative</i>	<i>Euthanasia numbers and reasons</i>
<i>Field Service Calls</i>	<i>Phone calls</i>
<i>Action taken by officers</i>	<i>Visitors</i>
<i>Call breakdown per month</i>	<i>Volunteer hours</i>
<i>Intake by species</i>	<i>Statistics by month</i>

- *Discussed Quarantine Animals*
- *Discussed Calls for Services*

- *Discussed changing the graph or adding a new graph that will include proactive and community services*
- *Discussed barn cat program*

**B. Receive a report and hold a discussion regarding repeat offender program research. (Staff Contact: Kim Peckler, Animal Service Manager)**

- *Discussed the cost of that program, members agreed it was too costly*

**C. Receive a report and hold a discussion regarding the renewal of the contract for Professional Services Agreement for Veterinary Services - Spay/Neuter and Vaccination Services. (Staff Contact: Kim Peckler, Animal Services Manager)**

- *New contract started September 18, 2023.*
- *TCAP and Dr. Ryan Camp signed a new three-year contract*

**D. Receive a report and hold discussion on the FY2023-2024 Budget supplemental request (Staff Contact: Lisa Duello, Neighborhood Services Director)**

- The FY2023-2024 budget was finalized at the September 11, 2023 Council meeting. The following base budget adjustments were approved:  
Gate for the sally port – Estimate \$3,650  
Permanent shade structure over outside kennels – Estimate \$14,163
- The following base budget adjustments were NOT approved:  
Offsite adoption trailer – Estimate \$65,000  
Replace the tile in the front lobby – Estimate \$15,000  
Replace the front lobby reception desk – Estimate \$5,000

**E. Receive a report and hold a discussion regarding community outreach and offside adoption events. (Staff Contact: Kim Peckler, Animal Services Manager)**

- *Discussed that the Adoption Trailer would benefit offsite adoption during the summer and winter months*
- *Paws for a Cause, members would like to extend this program*

**F. Receive a report and hold discussion regarding the 2023 Paw Pals Academy. (Staff Contact: Kim Peckler, Animal Services Manager)**

Burleson Animal Services PawPals 2023 was a great success! 15 kids from 8 different schools throughout Burleson, as well as a homeschooler, participated. This special summer academy is designed to teach children about proper care for animals and many of the career opportunities in the animal field. This is a three-week program, with academy participants meeting for 90 minutes, 12:00 pm—1:30 pm, three Saturdays during June.

- On June 3, Burleson Small Animal Clinic joined us and walked the students through the steps of animals taken to rescue for medical care to find a new home. The clinic vet, Dr. Winquest, the Practice Manager, Melissa Stiles, and the lead technician Tere Davis.

- On June 10 Alpacas from Easy Acres Alpacas joined us. The students learned all about the Alpaca breed, and how to groom, feed and show them.
- On June 17 Eric Brittingham with Wildlife on the Move allowed the student to interact with all kinds of lizards, snakes, and creepy crawlers.

**5. Board Requests for Future Agenda Items or Reports**

- *Review monthly report*
- *Lisa Chick would like to see more of a definition in the report between community outreach and actions*
- *Lisa Chick would like a more printer-friendly report*

**6. Adjourn**

*Motion made by Trina Argo to adjourn and second by Donna Riggs*

*Motion passed 5 - 0*

**Meeting adjourned at 12:45 pm**

**7. Staff Contact:**

Lisa Duello  
Director of Neighborhood Services 817-426-9841  
[lduello@burlesontx.com](mailto:lduello@burlesontx.com)

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Angela Strotman, Recording Secretary