

BURLESON ANIMAL SHELTER ADVISORY COMMITTEE
March 8, 2023
DRAFT MINUTES

Roll Call

Members Present

1. Kim Peckler
2. Jennifer Stockemer, Chair
3. Donna Riggs
4. Lisa Duello
5. Trina Argo

Absent

Syriana Smith
Dr. Susan Andrews

Staff

Angel Strotman

1. Call to Order – Time: 11:46 a.m.

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

A. Consider approval of the minutes from the November 9, 2022 Animal Shelter Advisory Committee meeting.

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

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 21-22, 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>

- *Discussion on the ongoing overcapacity of the shelter and what the city is doing regarding free adoptions to get capacity down.*
- *Discussed requiring spay/neuters for repeat offenders of surrendered litters.*
- *Donna Riggs discussed a possible rescue for feral cats.*

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

This will be the 12th year for area fifth graders to attend a free educational workshop on basic animal care and safety in a fun environment. Twenty (20) spots will be available for children attending the academy this year. Students learn about a variety of animals with a hands-on approach.

This year's events include the following courses:

- 1) June 3- Journey of a Rescue Animal. From Veterinary Medical Care to Forever Home*
 - Taught by Melissa Stiles, Dr. Nicole Winquest DVM, and Tere Davis. Students will walk through the steps of animals taken into rescue for medical care to find a new home.*
 - 2) June 10- Easy Acre Alpacas.*
 - Taught by Kimberly Munoz. Mrs. Munoz will bring several Alpacas for the students to groom, feed and learn about the breed.*
 - 3) June 17- Wildlife on the Move.*
 - Taught by Eric Brittingham (Mr. B). Mr. B will bring snakes, lizards, spiders, and more for the students to interact with and learn their behavior*
 - 4) June 24 – Graduation – Question/Answer, Refreshments*
- The committee was happy to see that PawPals is coming back.*

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

The FY2023-2024 budget preparation will begin on March 9, 2023. Animal Services will be requesting several supplemental requests for next year. Supplemental request is funding beyond base budget.

The following are the requests.

- 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*
- Gate for the sally port – Estimate \$7,500*
- Permanent shade structure over outside kennels – Estimate \$15,000*
- New Chairs for the front lobby – Estimate \$3,000*
- The committee was extremely excited to get an offsite adoption trailer possibly. Donna Riggs stated, "It would be a great community outreach presence." Estimate \$65,000.*

D. Receive a report and hold a discussion regarding the upcoming renewal of the spay and neuter contract. (Staff Contact: Lisa Duello, Neighborhood Services Director)

The 3 year contracts for veterinarian services for the Spay/Neuter Program are up for renewal. The Spay/ Neuter program requires that all animals adopted from the shelter be sterilized and have current rabies vaccinations. The program is intended to assist in reducing the population of unwanted animals in the Burleson area and the State of Texas.

The contract with Burleson Small Animal Clinic and Texas Coalition for Animal Protection (TCAP) spay and neuter contracts expire on September 18, 2023. All local Burleson veterinarians will be afforded the opportunity to bid on the new contract. The renewal process will be initiated this summer 2023.

- *Possible travel vet coming in to do spays and neuters in the new isolation building exam room.*

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

The shelter staff has several upcoming events. These events include off-site adoptions and community outreach and education. The following is a list of those events.

- 1) *March 11, 2023 – 9:30 am to 11:00 am
- Dogs and Donuts, Burleson Bark Park - 616 Memorial Plaza,*
- 2) *March 18, 2023 - 11:00 am to 3:00 pm
- Helpful Honda adoption event at the Animal Shelter, 775 SE John Jones*
- 3) *March 23, 2023, 4:00 pm to 6:00 pm
- National Puppy Day adoption event at Elk Creek Assisted Living - 301 Elk*

- *Also discussed how the offsite adoption trailer would be beneficial.*

F. Receive a report and hold discussion regarding the Migratory Bird Prevention Efforts (Staff Contact: Kim Peckler, Animal Services Manager)

Animal Services staff has encountered egret rookeries in the past few years. Every fall and spring, staff distributes educational flyers to the neighborhoods where the rookeries are and adjacent neighborhoods. Staff distributed 700 + educational flyers (see attachment) to the areas outlined in the attached map in February.

G. Receive a report and hold a discussion regarding the repainting of the animal shelter and storage building. (Staff Contact: Lisa Duello, Neighborhood Services Director)

The Animal Shelter will be repainted to match the isolation building and other city buildings and fix the deteriorated beams. The current salmon color will be replaced by beige, and the awning will be white with post-painted black/dark grey to match the isolations. Staff received three bids from the following companies.

- Stephens commercial painting bid \$16,296.60
- Apex Roofing, Inc. Bid \$18,990.00
- TJ's Professional Painting LLC. Bid \$ 51,014.87

Stephens Commercial Painting's Bid was accepted, and the painting will start soon. Once the work commences, pending the weather, it is estimated to take two (2) weeks to complete job

H. Receive a report and hold a discussion regarding the use of the new isolation building since the December opening. (Staff Contact: Kim Peckler, Animal Services Manager)

The new isolation building opened in December and since then, staff has treated fifty-one (51) cats and twelve (12) dogs for various illnesses and injuries. The new isolation area has prevented the closure of the adoption areas due to illness.

5. Board Requests for Future Agenda Items or Reports

- *Trina Argo would like the staff to reach out to the other shelters to look into the Spay and Neuters for repeat offenders of surrendered litters*
- *Review monthly report*
- *Spay/ neuter contract renewal status*
- *Off-site adoption and community outreach status*
- *Budget items update*

6. Adjourn

Motion made by Lisa Duello to adjourn and second by Kim Peckler

Motion passed 5 - 0

Meeting adjourned at 12:35 pm

7. Staff Contact:

Lisa Duello
Director of Neighborhood Services 817-426-9841
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Angela Strotman, Recording Secretary