

BURLESON ANIMAL SHELTER ADVISORY COMMITTEE
November 9, 2022
DRAFT MINUTES

Roll Call

Members Present

1. Kim Peckler
2. Jennifer Stockemer, Chair
3. Dr. Susan Andrews, DVM
4. Donna Riggs
5. Lisa Duello
6. Trina Argo

Absent

Syriana Smith

Staff

Angel Strotman

Tommy Ludwig

Monica Solko

1. Call to Order – Time: 2:21 p.m.

2. Citizen Appearances – No citizen appearances

3. Reports and Discussion Items

A. Discuss and receive an update on the City of Burleson Boards and Commissions. (Staff Presenter: Monica Solko, Deputy City Secretary)

- *Monica Solko thanked board members for serving and made presentation.*
 - *Appointments made by the City Council*
 - *Terms: 3 years - not to exceed 3 full term*
 - *Chairperson and vice-chairperson selected by their board/commission – 1 year term*
 - *Ratified by city council*
 - *General qualifications must reside in city one year prior to service*
 - *Other board/commission may have other rules*
 - *Absences; 3 consecutive meetings (unless prevented by sickness) without first obtaining excused leave by members automatic*
 - *Attendance is taken Oct. to Sept.*

B. Nominate and elect a Chair and Vice- Chair for the committee for Fiscal Year 2022-23 term. (Staff Presenter: Lisa Duello, Neighborhood Services Director)

Motion made by Lisa Duello to nominate Jennifer Stockemer as Chair and second by Kim Peckler - Motion passed 6 - 0

Motion made by Lisa Duello to nominate Trina Argo as Vice-chair and second by Kim Peckler - Motion passed 6 - 0

C. Receive a report and hold a discussion on the Burleson Animal Shelter Kennel Sponsorship Program. (Staff Contact: Kim Peckler, Animal Services Manager)

Animal Services implemented an Adopt a Kennel Program in 2019. This program allows businesses or individuals to advertise, memorialize a loved one, honor a special furry friend, or purchase a perfect gift for the hard-to-buy. All proceeds from the program go to the Injured Animal Fund.

Burleson Animal Shelter's Kennel Sponsorship Program is still going strong. The program has brought in \$13,950 since it was initiated.

Since our last report, we have had the following new sponsors:

Name	Amount
Myrna Moss	250.00
TOTAL	250.00

D. Receive a report and hold a discussion regarding Animal Services annual report on shelter operations for FY 21-22. (Staff Contact: Kim Peckler, Animal Services Manager)

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>

Kim Peckler reviewed the annual report.

- Discussed increase in owner return and possible causes, the economy, COVID returns.*
- Explained new barking complaint protocol and how it has prevented repeat complaints.*
- Feral cat barn cat program success*
- New full-time kennel technician position allows Animal Control Officers to increase patrols*

E. Receive a report and hold discussion regarding the November 12th, 2022 Free Microchip Day event. (Staff Contact: Lisa Duello, Neighborhood Services Director)

Animal Services will be hosting a free Microchip day for all City of Burleson residence on Saturday, November 12, 2022. The purpose of this event is to reunite more lost pets

with their owners. Pet owners will be required to show proof of rabies vaccination to receive a free microchip. Staff estimates approximately 50 chips distributed for \$750 expenditure.

F. Discuss and approve the Animal Shelter Advisory Committee 2023 meeting schedule. (Staff Presenter: Lisa Duello, Neighborhood Services Director)

Per Texas Health and Safety Code, § 823.005 and Chapter 6 – Animal Care and Control; Section 6-16. – Animal Shelter Advisory Committee (f) Meetings. The committee shall meet a minimum of three times per calendar year. Previous year's meetings took place in March, August and November on the first Tuesday of these months at 5:00 and 5:30. With new members on the committee, this is the time to discuss and approve new dates and time that will accommodate everyone's schedule.

Lisa Duello made a motion to continue to have meetings in March, August and November on the first or second Wednesday of the month at 11:30 a.m. with some flexibility. Jennifer Stockemer second – motion passed 6-0.

G. Animal Shelter Advisory Committee tour isolation area construction project. (Staff Contact: Lisa Duello, Neighborhood Services Director)

Staff will escorted ASAC to new construction project so they can see first-hand status of development

H. Receive a report and hold discussion regarding the status of the construction of new isolation area. (Staff Contact: Lisa Duello, Neighborhood Services Director)

Since the last ASAC meeting in August significant progress has been made. The Substantial Completion Punch List Inspection was completed on October 14 and we are waiting on small list of items. The completion is estimated for early December 2022, with a ribbon cutting ceremony to follow soon thereafter.

Outstanding items include the following:

- HVAC completion*
- Change out lighting*
- Finish downspouts from roof*
- Security installation*

4. General

A. Consider approval minutes from August 9th, 2022 Animal Shelter Advisory Committee. (Staff Contact: Lisa Duello, Neighborhood Services Director)

*Jennifer Stockemer made motion to approve and Kim Peckler second
Motion passed 6-0*

5. Community Announcements

- **Regular City Council Meeting, on Monday, November 14, 2022, at 3:30 p.m., City Hall, Council Chambers, 141 W. Renfro Street.**

- **Traditional Thanksgiving Lunch for Seniors, Friday, November 18, 2022, from 11:30 a.m. – 1:30 p.m., at Senior Activity Center, 216 SW Johnson Avenue.**

Breakfast with Santa, Saturday, December 3, 2022, from 7:00 a.m. - 11:00 a.m., at the Russell Farm Art Center, 405 W CR 714.

- **Christmas at the Library**, Saturday, December 3, 2022, 10:00 a.m. - 1:00 p.m., at the Burleson Public Library, 248 S.W. Johnson Avenue.

6. Board Requests for Future Agenda Items or Reports

7. Adjourn

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

Motion passed 6 - 0

Meeting adjourned at 3:37 pm

- Staff Contact:

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