



ANIMAL SHELTER ADVISORY COMMITTEE MEETING

Monday, December 15, 2025 at 1:00 PM
213 North Race Street Everman, TX 76140

MINUTES

1. MEETING CALLED TO ORDER

Ray called meeting to order at 1:00pm.

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. CONSENT AGENDA

A. Approve Last Minutes - September 15, 2025

Motion made by Sellers, Seconded by Pierce.

Voting Yea: Sellers, Boardingham, Pierce, Rentschler (ACO)

Motion Carried

5. CITIZEN'S COMMENTS

No Citizen's comments.

6. DISCUSSION ITEMS

A. Report of Municipal Animal Services - Ray Rentschler

Ray Rentschler presented the committee with the Municipal Animal Services report and went over the stats with the committee. The feral cat complaints were talked about and Alan Pierce suggested getting with Stacey at TCAP. The TNR program is something Alan said that would be good for the feral cat problem if you can get the cats fixed but if you cant then it will not work. The committee also talked about using the city news letters to push information out as well. Ray also wanted to highlight the Mobile Adoption Truck and it hasn't been a year and she has gotten over a hundred animals adopted. Mindy is doing a terrific job. The Christmas Event that Everman had got 5 animals adopted as well. Also, this is Municipal Animal Services and it is branded this way for all the partnerships that we do have and other communities that this serves as the Municipal Animal Services.

B. New Shelter Update - Guest Craig Spencer

City Manager, Craig Spencer also stated to the committee that as they know that a new animal shelter has been needed for quiet some time and the capacity of the shelter is small. This building has one office and is very small and is not in a good area that people know where it is and it is not easy to locate. The past years we have pursued trying to construct and new animal shelter facility. We have went after grants and unfortunately those were cut and wiped out and no longer became an option. The construction prices have gone up and still are on a rise. The 7500 square foot facility we had planned to build would cost over 3 million dollars. That is a tough pill to swallow when there are other things like streets that we would like to go

out for a Bond package for and we have been fearful on how we were going to approach this. Craig stated that in the last couple of weeks, we have had an opportunity come up that is just perfect for us and we have been moving lighting quick trying to make this happen. There is a building here within the City of Everman and it used to operate as a bag supply company. The total building is 30,000 square foot. It is a warehouse. On the inside it does have 6,000 square feet of office space. The City of Everman is looking to lease that space on a lease to own option from the owner. The Everman City Council is considering this tomorrow night and Craig anticipates full approval tomorrow to negotiate the terms of the lease and execute a lease before the end of the month. The plan is to take 10,000 square foot of the front portion of the this building and convert it into the Animal Shelter. This is 6,000 square foot of office space and about 4,000 square foot of Shelter space. Craig displayed the current layout of the building as it sits. He then put the proposed layout for the inside of the building. This displayed the different rooms like a reception area, and big size conference room and several different offices within the building including a Photo Studio. This also displayed where the animals would be and also the sewer, water, internet and cameras would be. Craig explained to the committee the layout of the whole building and what it would be available. The outside area is 100 feet long and the animals would have a lot of room to play and run. He also displayed a concept of what the building would look like outside and what the color would be. We want to attract people and make it easy to see. The color was a nice blue with green trimming and white lettering. Craig also explained what they were asking for the building but it is being negotiated at this time and the city has a good relationship with the owners and we anticipate this being executed. This is a lease-to-own option. This would be a 10 year term lease. The city attorney is putting a lot of protection into this lease as well. Craig stated that tomorrow morning they also have a design build contractor coming to do a walk-through of the building with us and put together a probable cause estimate of the renovations of the building would cost to make this what we want it to be as a animal shelter. There are sewer and water-lines that would need to be put throughout the building as well. Craig explained some of the changes that would need to take place to make this building the way we would need it. This will also allow us to have volunteers and lots more opportunities as well with this building. The whole committee is all in favor with Craigs presentation and would like to move forward with obtaining this building.

7. CONSIDERATION AND POSSIBLE ACTION

Motion made by Pierce, Seconded by Sellers to move forward with the new animal shelter building.

Voting Yea: Sellers, Boardingham, Pierce, Rentschler (ACO)

Motion Carried.

8. EXECUTIVE SESSION

9. ADJOURN

President Boardingham adjourned the meeting at 1:56pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday December 9th, 2025.

/s/ Mindi Parks
City Secretary

Citizens may watch meetings live on YouTube. A link to the City of Everman YouTube channel is provided on the city website at: www.evermantx.us/government/citycouncil/

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

Pursuant to Section 551.071, Chapter 551 of the Texas Government Code, Boards & Commissions reserve the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting, to receive advice from its attorney on any posted agenda item, as permitted by Law. Additionally, Boards & Commissions may convene into Executive Session to discuss the following:

- A. Section 551.071 - Pending or Contemplated Litigation or to Seek Advice of the City Attorney.*
- B. Section 551.072 - Purchase, Sale, Exchange, Lease, or Value of Real Property.*
- C. Section 551.073 - Deliberation Regarding Prospective Gift.*
- D. Section 551.074 - Personnel Matters.*
- E. Section 551.087- Deliberation Regarding Economic Development Negotiations.*
- F. Section 551.089 - Deliberations Regarding Security Devices or Security Audits.*

According to the City of Everman Policy on Governance Process, individual citizen comments will be restricted to three (3) minutes unless otherwise determined by a majority vote of the Council. The Presiding Officer of the Board or Commission is responsible to enforce the time limit. Citizens may address the Board or Commission either during the Citizen Comments portion of the meeting or during deliberation of a listed agenda item. Members of the Board or Commission are only permitted by Law to discuss items that are listed on the agenda. Citizens wishing to make comments should notify the City Secretary as soon as possible.

City Hall is wheelchair accessible. Parking spaces for disabled citizens are available. Requests for sign interpretative services must be made 48 hours prior to the meeting. To make arrangements, call 817.293.0525 or TDD 1.800.RELAY TX, 1.800.735.2989.