



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

Date: January 22, 2025

To: City Administrator Frank Schulte

From: John G. Kosanke, Director

Subject: Budget Amendment for Annual Fee for the Grosse Pointe Animal Adoption Society

The Grosse Pointe Animal Adoption Society has served the local municipalities as an animal shelter since 2012 at no charge other than minimal boarding costs. The municipalities include Grosse Pointe City, Grosse Pointe Farms, Grosse Pointe Park, Grosse Pointe Shores, and Grosse Pointe Woods. On November 15, 2024, the Barbara N. Weiss Animal Protection Facility was established by GPAAS at 20502 Harper Ave. in Harper Woods to better serve the communities listed above.

In order to sustain services, GPAAS is now requiring an annual usage fee which will be divided up between the local municipalities based on their usage percentage for the first eleven months of 2024. The projected budget for 2025 is \$130,000.00 not including the costs of food, supplies, veterinary care, and medicine. The usage fee for Grosse Pointe Woods has been determined to be \$15,600.00, which is 12% of the total amount. The annual fee will be reviewed and updated each year based on usage of services.

In addition to the annual usage fee, GPAAS will also be submitting a monthly invoice for boarding, tranquilizer services, euthanasia, and cremation. A detailed service agreement which will supersede all previous agreements has been prepared by Corrine Martin, the Executive Director of GPAAS. The agreement has been reviewed and approved by City Attorney Debra Walling.

Additional supporting documents have been provided which provide further explanation of the situation involving local stray animals. Attached are a letter written by Corrine Martin, the Executive Director of GPAAS, a projected GPAAS budget for 2025, and a listing of animal intake numbers for local municipalities, including Grosse Pointe Woods. Also attached are 2022-2024 statistics from Detroit Animal Care and Control which help to show the growing problem of stray animals in the metro Detroit area.

For Grosse Pointe Woods to continue to utilize the services of GPAAS to provide shelter and care for lost pets and stray and injured animals, a written commitment must be made. Due to the facts that there are no other local animal shelters and GPAAS has provided valuable services to us for the past twelve years, I am requesting that the service agreement between Grosse Pointe Woods and GPAAS be approved.

A budget amendment in the amount of \$15,600.00 is requested from the General Funds balance account 101-000-692.100, Transfer from Prior Year Reserve, into account 101-326-832.000, Animal Collection – Support Services.



Frank Schulte, City Administrator

1-24-25

Date

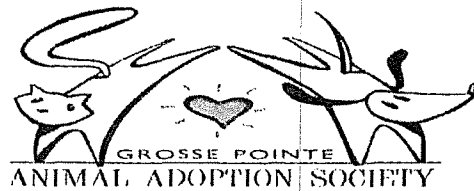
Fund Certification:
Account numbers have been verified as presented.



Steven Schmidt, Comptroller/ Treasurer

1-24-2025

Date



20542 Harper Ave., Harper Woods, MI 48225

(313) 884-1551 GPAAS.org

December 2, 2024

To: Director of Public Safety

Re: Animal Services for 2025- Annual Usage/Access Fee

On November 15, 2024 GPAAS established the Barbara N. Weiss Animal Protection Facility at 20502 Harper Ave. in Harper Woods with the purpose to better serve our municipal agreements with Grosse Pointe Woods, Grosse Pointe Shores, Grosse Pointe Park, Grosse Pointe City, Grosse Pointe Farms and Harper Woods.

After state inspection, conversations with municipalities and discussions with our Board of Directors, GPAAS must require an annual usage fee to sustain our services to the municipalities. We have served as an animal shelter since 2012 at no charge except for minimal boarding costs.

The annual fee required to have access to our Intake Facility for Calendar Year 2025 is calculated on each municipality's usage percentage for 11 months of 2024. Our projected overhead budget is \$130,000, not including food, supplies, veterinary care and medications. We will review In November, 2025 and adjust accordingly for Calendar Year 2026.

GPAAS can accept equal monthly payments, bi-annual payment, or lump sum for 2025. Understanding that your budget begins in July, we can accept payment in July for the first 6 months of 2025, and the balance as you wish. But, in order to provide these services to your city, we need a **commitment in writing by December 31st, 2024.**

Attached is our revised proposed Service Agreement for Calendar Year 2025 which will supersede all previous agreements. Those **current agreements will end on December 31, 2024.**

Sincerely,

A handwritten signature in black ink that reads "Corinne Martin". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Corinne Martin, Executive Director
Grosse Pointe Animal Adoption Society
(313) 505-3725 cellphone
gpaas@wowway.biz

SERVICE AGREEMENT

This agreement is made and entered into on ____ day of _____ 2024 between the Grosse Pointe Animal Adoption Society (GPAAS), a non-profit corporation in the state of Michigan, whose mailing address is 296 Chalfonte Ave, Grosse Pointe Farms, MI 48236, and Grosse Pointe Woods Public Safety Department, located at 20025 Mack Ave, Grosse Pointe Woods, MI 48236.

Whereas the Grosse Pointe Woods Department of Public Safety and the GPAAS desire to enter into an agreement to provide service for the community, where lost pets, stray and injured animals, can be sheltered and receive veterinary care until they are re-claimed or evaluated and re-homed. GPAAS will seek foster homes and permanent placement for unclaimed pets through our adoption program, and humanely euthanize those that are critically injured, un-treatable or aggressive/un-adoptable.

A. IMPOUNDING ANIMALS

Our Intake Facility is located at 20502 Harper Ave, Harper Woods MI 48225, will receive stray or found animals, with or without identification, that are transported by the Grosse Pointe Woods Department of Public Safety personnel. Strays are housed at the Intake Facility only. The Facility is accessible 24/7 by key and door code. **Refer to Intake Procedure Instructions.**

B. MEDICAL TREATMENT AND STRAY HOLD REQUIREMENTS

Sick or injured animals will be provided with immediate veterinary care weekdays. Critically injured animals that are suffering will be humanely euthanized and the treating veterinarian will document such cases. Dog bite cases will be identified, quarantined and observed for the required 10 days.

GPAAS will hold unclaimed strays according to the State of Michigan Shelter Regulations, (4 business days, not including the day the animal arrives, weekends or holidays). After stray hold, GPAAS will assess and determine if animal will move to adoption program. If an animal is deemed to be aggressive and a danger to staff, people or other animals, it will be humanely euthanized at Harper Woods Veterinary Hospital. GPAAS may not be able to provide shelter for "hoarding" cases, those with numerous animals.

C. INTAKE REQUIREMENTS AND RE-CLAIMING PROCEDURE

GPAAS will **only accept found and stray animals** from the Grosse Pointe Woods Public Safety. GPAAS can consider "owner relinquishments" on a case by case basis as shelter space permits. Those owners should be referred directly to GPAAS. Any animal that has been in the possession of a person for a reasonable period of time (10-14 days), is considered "owned" and not a "stray" animal.

The following information will be required for each animal during the intake process:

- Location, date and time the animal was found.
- Finder's name, address and phone number if available.
- Name of Officer transporting the animal and Call For Service number.
- Description of the animal and any identification for the animal.
- Reason for impound (lost/found/stray, home emergency safekeeping hold, aggressive dog, bite case with dogs/humans, etc)

Persons claiming ownership of pet must provide proof of ownership to include vaccination certificate, veterinary invoice, or photograph, etc.

Proof of current rabies vaccination is required by Michigan Law in order to release a dog. If the owner cannot provide proof, arrangements for the vaccination will be made by GPAAS at the Harper Woods Veterinary Hospital. The owner will be required to pay GPAAS directly prior to release.

Proof of dog license and payment of boarding fees to the municipality will be required prior to release of dog. The owner will pay the city directly for the license and boarding fees.

Annual Usage Fee (based on 12%) for January 1 through December 31, 2025 is \$15,600.00

GPAAS shall submit a monthly invoice for services as follows:

Boarding- Cat, kitten or group of kittens:	\$20 per day for up to 5 days
Boarding- Dog or puppy:	\$30 per day for up to 5 days
Boarding- Bite case:	\$40 per day for 10 days
Tranquilizer Services:	*\$75 per use
Euthanasia:	*\$65.00
Cremation:	*\$56.00
Wildlife Cremation:	Courtesy by Crematorium

* Fees subject to change based on veterinary fees

Corinne Martin, Executive Director
Grosse Pointe Animal Adoption
Date _____

J. Kosanke, Director
Grosse Pointe Woods Public Safety
Date _____

City Manager
Grosse Pointe Woods
Date _____

GPAAS is a private non-profit 501(c)3 organization that does not receive state or federal funding, and solely supported by public donations. We are a respected non-euthanasia organization that does not euthanize animals for space, and has been serving our community for almost 30 years.

In December 2023, Dr. Lawrence Herzog, a privately owned veterinary hospital, who was providing sheltering services for Grosse Pointe Park, City and Farms, ceased his municipal agreements.

In January 2024, GPAAS agreed to accept municipal agreements with Grosse Pointe Park, City and Farms, in addition to the agreements GPAAS already had with Grosse Pointe Woods, Shores and Harper Woods. This would give GPAAS six municipalities to serve.

In March 2024, GPAAS purchased a 3,500 square foot building for \$300,000 and spent an additional \$500,000 to renovate the building to accept shelter animals from the municipalities. The current intake facility is 1,800 square feet and can accommodate 11 medium/large dogs. The new intake facility would accommodate at least twice that number.

GPAAS has been at full capacity this entire year as we watch the numbers of stray animals increase throughout the community, and the state in general. It is truly a crisis for all animal shelters and public safety departments.

On October 31st, 2024, the head of Animal Services for the Department of Agriculture, Pollyanne McKillop, toured our facilities to give approval to open/operate our new intake building. Although the facility is acceptable, the Inspector insisted that GPAAS cannot operate the facility without enough staff to provide adequate care for the number of animals that will be sheltered.

Currently GPAAS is utilizing Adoption Center staff for short periods 3 times daily to care for the 11 dogs in house, unacceptable according to state regulations. The shelter must be staffed and animals cared for the entire day, 7 days a week. Adequate size housing needs to be available.

GPAAS does not have funds to be able to support the Adoption Center AND the Intake Facility. We do not have the staff to be able to care for the animals in the Adoption Center AND the Intake Facility. Therefore, we must either return to private sheltering with no municipal agreements, OR, we must request the municipalities "help us to serve them" by providing funds to support and sustain the intake facility to serve their cities.

We are distressed by this situation and did not anticipate how quickly the numbers of strays would increase. The State Inspector advised that this dilemma is seen throughout the state and nationally, with so many unwanted, uncared for animals. Every shelter is scrambling to figure out ways to manage.

Attached is our anticipated budget for 2025 for our new facility. We are proposing that each city pay GPAAS 1/4 of our budget in order to have access to our services for the year. We will still invoice each city for "stray hold" boarding for the 5 business days as required by law. Our current agreements as they are currently written will end on December 31st, 2024. We will be prepared to meet with the appropriate persons to establish new agreements that are mutually acceptable.

BW-APF PROJECTED BUDGET FOR 2025

	12 MONTHS	
STAFFING		
Full time salary manager	2 persons required	\$35,000.00
PT salary weekend manager	to be in house	\$10,000.00
PT assistant \$15/hr 40 hrs	at all times	\$28,800.00
PT assistant \$15/hr 40 hrs		\$28,000.00
PT assistant \$18/hr 10 hrs weekends		\$8,640.00
PT assistant \$18/hr 10 hrs weekends		\$8,640.00
TOTAL STAFFING		\$119,080.00
UTILITIES (operating 24/7; 3500 sq. ft)		
Gas/Electric		\$8,028.00
Water		\$1,255.00
TOTAL UTILITIES		\$9,283.00
VETERINARY CARE		
2024 full year not including medications		\$82,260.00
<i>TOTAL VETERINARY CARE (1/2 total)</i>	<i>-\$41,130.00</i>	
ANIMAL SUPPLIES		
Purchased food & collars 2024		\$10,736.00
<i>TOTAL ANIMAL SUPPLIES (1/2 total)</i>	<i>-\$5,368.00</i>	
LIABILITY INSURANCE		
2024 full year not including new facility		\$11,340.00 (Both buildings)
TOTAL LIABILITY INSURANCE (1/2 total)	\$5,670.00	
GRAND TOTALS	\$180,531.00	\$232,699.00
	<i>-\$41,130.00</i>	
<i>without veterinary expense</i>	\$139,401.00	

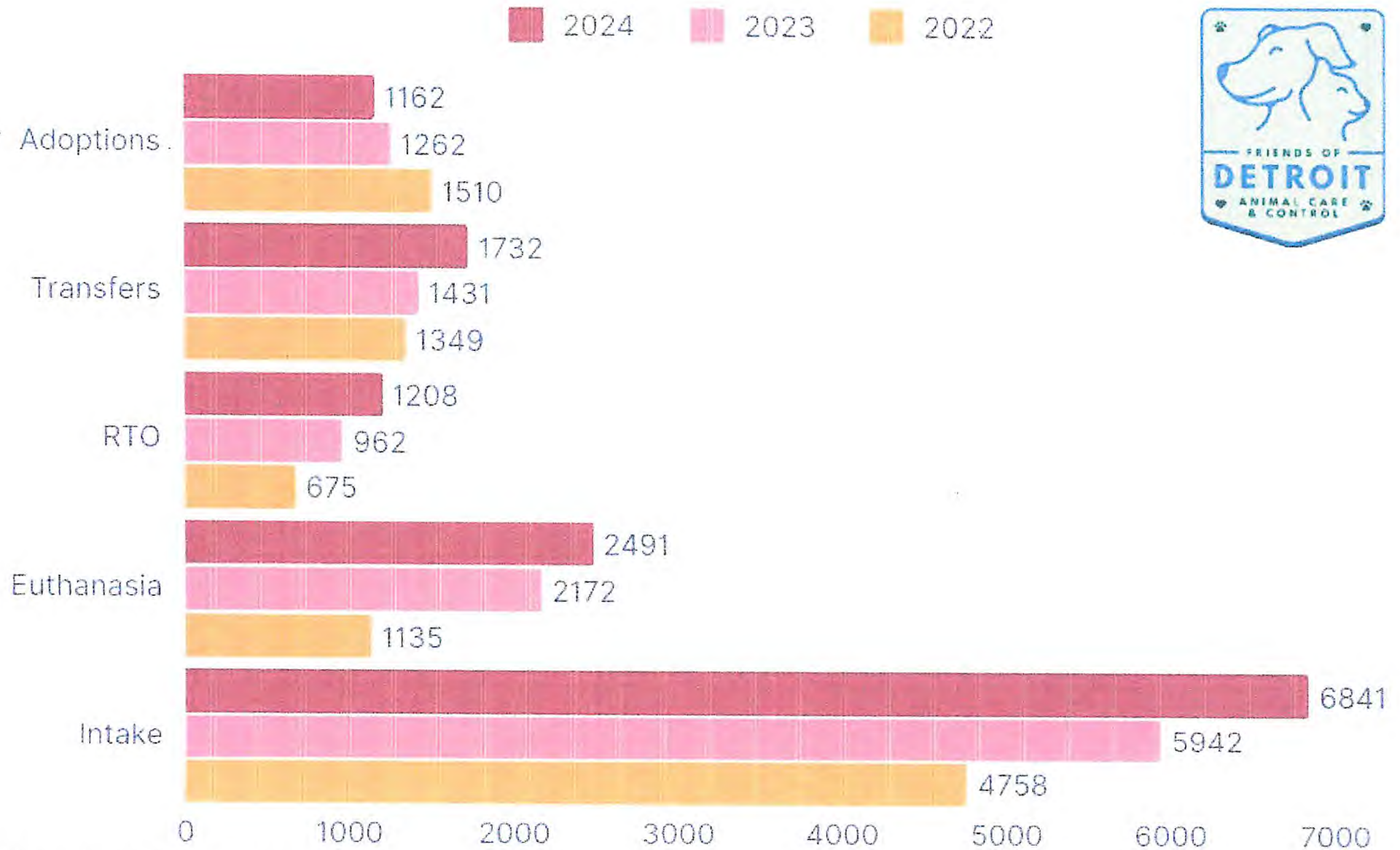
Projected estimate 2025
\$130,000

INTAKE NUMBERS 2023/2024

	2023	GP CITY	GP FARMS	GP PARK	GP SHORES	GP WOODS	HARPER WOODS	
Dogs		3	12	17	1	28	146	
Cats		3	10	5	0	27	60	
TOTAL		6	22	22	1	55	206	312
		2%	7%	7%	1%	18%	66%	101%
10 months 2024								
Dogs		11	14	23	3	17	108	
Cats		1	11	11	1	15	55	
TOTAL		12	25	34	4	32	165	272
		4%	10.0%	13%	1%	12%	61%	101%
		\$5,200.00	\$13,000.00	\$16,900.00	\$1,300.00	\$15,600.00	\$79,300.00	\$131,300.00

Detroit Animal Care and Control **DOGS ONLY** 2022 to 2024

To promote transparency of what DACC is experiencing, we are sharing the annual data for DOGS ONLY for the last three years. Note: due to the flexible nature of our foster programs, those animals are not reflected here.



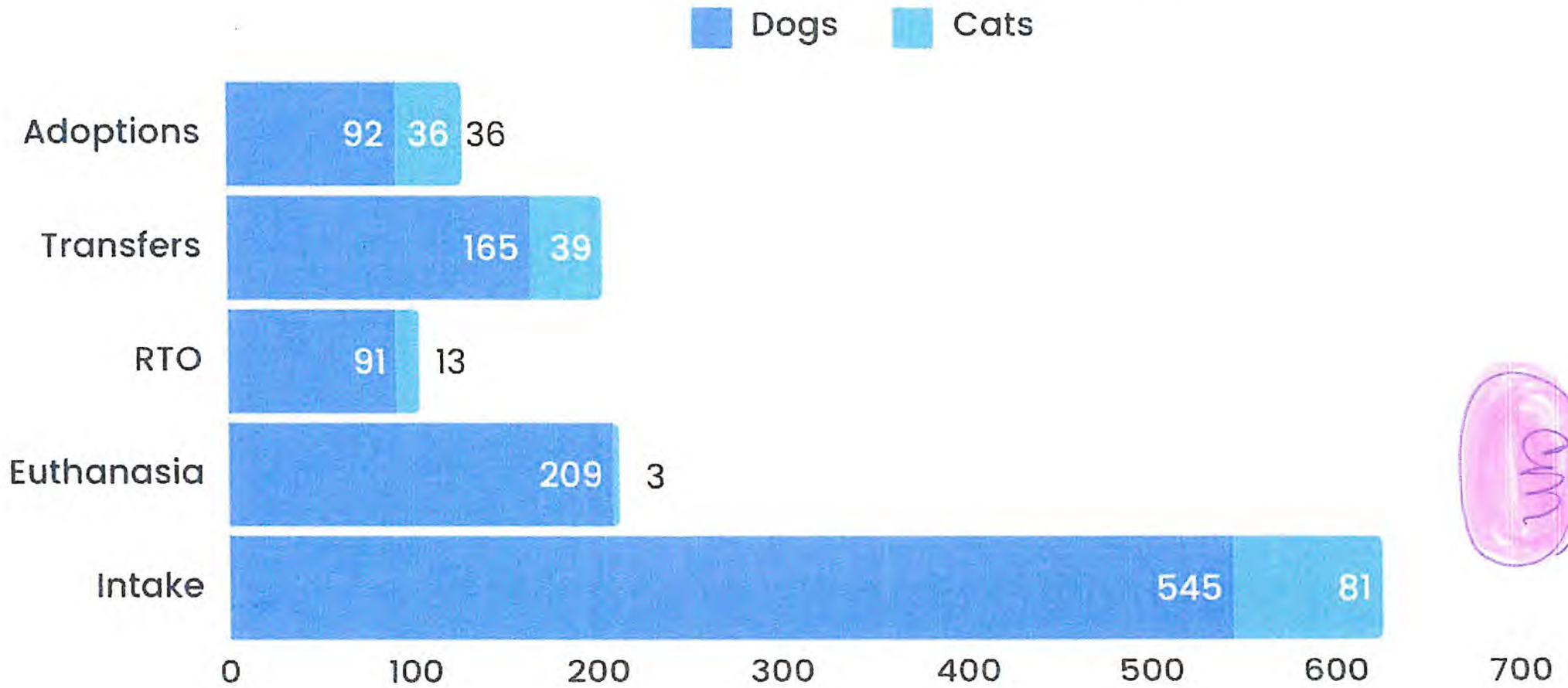
RTO = returned to owner



NOSES IN, NOSES OUT



To promote transparency of what DACC is experiencing, we are sharing the data monthly of the dogs and cats that came in and those that left out. Note: due to the flexible nature of our foster programs, those animals are not reflected here.



DECEMBER 2024

RTO = returned to owner

