



AGENDA
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
WEDNESDAY, JUNE 17, 2020
12:00 PM

COVID-19 PRECAUTIONS

The operation of a municipality is an Essential Service. The Texas Governor's Order, with the guidance of DSHS Commissioner Dr. Hellerstedt, allows all persons in Texas to obtain essential services, but directs the public to do so by minimizing in-person contact with people who are not in the same household and direct the implementation of social distancing, good hygiene, environmental cleanliness and sanitation. Therefore, the following social distancing rules apply to the public attending this meeting:

- 1) Any member of the public attending the meeting shall maintain a six-foot distance from others (except for those you live in the same household). City Staff and City Officials shall practice social distancing to the extent able without interfering in the ability to carry out the essential governmental functions to be conducted at this meeting.
- 2) To enter City Hall to attend this meeting all persons must wear a face covering (i.e. a cloth mask that effectively covers the mouth and nose with more than one layer of fabric) or equivalent device.
- 3) Attendance in the Council Chamber will be limited to allow for the public in attendance to practice social distancing. Seating may be assigned.
- 4) Coughs and sneezes must be covered with a cloth or tissue, which should then be properly disposed of or washed, and shall not be exposed to others.
- 5) Public courtesies such as handshakes or other greetings shall be respectfully avoided.
- 6) Any member of the public approaching city representatives, whether they be city staff or elected or appointed officials must maintain six-foot social distancing.

Any person who fails to comply with the COVID-19 Precautions may be removed from the meeting.

EXPANDED OPPORTUNITY FOR PUBLIC COMMENT OR PUBLIC TESTIMONY:

The City shall continue to allow expanded opportunities for members of the public who do not attend to participate in Public Comment and Public Testimony. Such participation will be allowed when recognized upon the Mayor's announcement.

ANYONE WHO DOES NOT ATTEND BUT DESIRES TO COMMENT ON A MATTER NOT ON THE AGENDA OR TESTIFY ON A MATTER ON THE AGENDA AT THIS MEETING MUST SEND THEIR COMMENT IN WRITING USING THE FORM AT www.cowtx.org/publiccomment NO LATER THAN ONE (1) HOUR PRIOR TO THE MEETING.

All written comments must comply with applicable decorum rules for comments made during a public meeting of the Watauga City Council to be read into the record. Up to three minutes shall be allotted for each written or oral comment to be read/spoken into the record of the meeting. All timely written comments will be read into the record of the meeting at the appropriate time during the meeting. While reasonable efforts will be taken to gather comments received within the hour prior to the meeting or received during the meeting, all such comments are considered untimely and may not be recognized and read during the meeting.

CALL TO ORDER

PUBLIC TESTIMONY Members of the public are invited and encouraged to attend all public meetings of the Animal Services Advisory Committee that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Committee that citizens actively participate in the City's governance system and processes. Public input to the Committee is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. Individuals desiring to speak during Public Testimony shall be called upon to speak only after completing a Request to Speak form provided. The Request to Speak form for Public Testimony shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of that respective item by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the Body. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and efficiency of the meeting. Reasonable time limitations may be placed on public testimony by the presiding officer in order to conduct an efficient and effective public meeting.

APPROVAL OF MINUTES

1. Approval of minutes from Animal Services Advisory Meeting held on December 17, 2019.

REPORTS

NEW BUSINESS

1. Discuss and possible action on a recommendation of adding the definition Animal Services Center to the City Ordinances to read "Animal Services Center is a Designated facility operated by the City of Watauga, responsible for the care and housing of animals held under provisions of this chapter."
2. Discuss and possible action on a recommendation of adding the definition Animal Control Officer to our City ordinance to read "Animal Control Officer- Is a person designated by the Chief of Police whose purpose is the care and control off all animals within the city limits. This person enforces city ordinances and state laws pertaining to the care and control of animals."
3. Discuss and take action on selecting a future meeting date for 2020.

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Andrea Gardner, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, June 12 2020, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Andrea Gardner, City Secretary





AGENDA MEMORANDUM

DATE: February 6, 2020

TO: Animal Services Advisory Committee Member

FROM: Raquel Guajardo, Deputy City Secretary

SUBJECT: Approval of minutes from Animal Services Advisory Meeting held on December 17, 2019.

BACKGROUND/INFORMATION:

The minutes from the Animal Services Advisory Committee Meeting on December 17, 2019 are being presented for your consideration and approval.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

It is respectfully requested that the Animal Services Advisory Committee consider the approval of the minutes from the December 17, 2019 meeting.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. ASACMIN 121719

REVIEWED BY:

Raquel Guajardo, Deputy City Secretary
Andrea Gardner, City Manager

Approved - 2/21/2020
Final Approval - 6/12/2020

Approved as to form for inclusion on Agenda

**MINUTES
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
TUESDAY, DECEMBER 17, 2019
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
11:00 AM**

MEMBERS PRESENT

Pam Burney
Dr. Karen Metzler
Alex Magee
Lieutenant James Parham

Chairperson
Vice-Chairperson
Secretary
Member

CALL TO ORDER

Chairman Burney called to order at 11:07 a.m.

PUBLIC TESTIMONY

No public testimony or comments were provided.

APPROVAL OF MINUTES

1. Approval of minutes from Animal Services Advisory Meeting held on November 13, 2019

Secretary Magee made a motion to accept the minutes as presented. Lieutenant Parham seconded the motion. Motion carried.

REPORTS

1. Update on Clear the Shelter date for 2020.

Secretary Magee reported that the Clear the Shelter date has been changed to August 29, 2020.

NEW BUSINESS

1. Discussion and action on modification to the existing wildlife trapping policy

Secretary Magee gave an overview of the recommended modifications to the current wildlife trapping policy. The consensus of the committee was to continue to trap sick, injured and high-risk animals. For non-high-risk animals, policy changes will include referral information to wildlife rehabilitation providers and wildlife classes at the Watauga Public Library. The policy change will lower trapping costs, liability, loss of life of trapped animals, and staff's time and resources responding to resident calls. It was clarified that a change to the current city ordinance is not needed, as it only pertains to tampering with the trap, as it is city property. The policy changes will be presented to

Chief Robert Parker.

Dr. Metzler made a motion to accept the recommended changes to the policy.
Lieutenant Parham seconded the motion. Motion carried.

2. Discussion and action to establish Animal Services Advisory Committee meetings for
Calendar Year 2020

The Committee discussed and agreed upon the following 2020 meeting dates; February 26, 2020, June 17, 2020, and November 18, 2020. All meetings will be held at 12:00 p.m.

Secretary Magee made a motion to accept scheduled 2020 meeting dates and times.
Dr. Metzler seconded the motion. Motion carried.

ADJOURNMENT

With there being no further business to conduct, Chairman Burney called for a motion to adjourn the meeting at 11:22 a.m.

Lieutenant Parham made a motion to adjourn the meeting. Secretary Magee seconded the motion. Motion carried.

APPROVED: this _____ day of _____, 2020

SIGNED: this _____ day of _____, 2020

ATTEST:

APPROVED:

Alex Magee, Secretary

Pam Burney, Chairperson

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office



AGENDA MEMORANDUM

DATE: February 21, 2020

TO: Animal Services Advisory Committee Member

FROM: Alex Magee, Animal Services Supervisor

SUBJECT: Discuss and possible action on a recommendation of adding the definition Animal Services Center to the City Ordinances to read "Animal Services Center is a Designated facility operated by the City of Watauga, responsible for the care and housing of animals held under provisions of this chapter."

BACKGROUND/INFORMATION:

Our goal at the Watauga Animal Shelter is to provide high quality services which involve clearly defining ordinances for our Watauga Citizens. The term Animal Service Center has not been defined in the ordinance

FINANCIAL IMPLICATIONS:

No Fiscal impact.

RECOMMENDATION/ACTION DESIRED:

Staff desires for the board to make a recommendation that the definition be added to City of Watauga Ordinances.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. City Definitions

REVIEWED BY:

Kevin Mead, Sergeant PD

Robert Parker, Chief of Police

Approved as to form for inclusion on Agenda

Approved - 2/21/2020

Final Approval - 6/12/2020

Haltom City

1. Animal care and adoption center. Facility designated and operated by the City of Haltom City for the purpose of impounding and caring for animals held under authority of this chapter.
2. Animal services officer. Person designated by the City of Haltom City as the primary enforcement officer of ordinances regulating animals and owners of animals and for the enforcement of state law pertaining to the care and control of animals, or the designated representative of such person.

Hurst

1. Animal services: The office of the city, which is primarily responsible for the enforcement of regulations regarding animals.
2. Animal services officer: Any employee of the city attempting to carry out the provisions of this chapter. Also referred to in this chapter as ASO.
3. Animal shelter: A facility designated by the city council to be used for the impoundment of animals, fowl, livestock and wildlife taken up by the animal services officers. Sometimes referred to as shelter.

Keller

1. Animal control authority. Means a municipal or county animal control office with authority over the area in which the dog is kept or the county sheriff in an area that does not have an animal control office.
2. Animal control officer. The person or persons designated by the chief of police to represent and act for the city in the impoundment of animals, controlling of stray animals and as otherwise required in this chapter.

NRH

1. Animal adoption and rescue center means a facility designated and operated by the city for the purpose of impounding and caring for animals held under authority of this chapter.
2. Humane officer means a person designated by the city as the primary enforcement officer of ordinances regulating animals and owners of animals and for the enforcement of sections of the state statutes pertaining to the care and control of animals.

Richland Hills

1. Animal control means the animal control division of the city.
2. Animal control officer means any person designated by the chief of police and the city manager to enforce the provisions of this section, and to supervise all aspects of animal control.

Saginaw

1. Animal control authority or authority means the animal control department of the City of Saginaw.
2. Animal control officer means any employee or agent of the City of Saginaw assigned to the animal control authority or whose responsibilities include animal control.



AGENDA MEMORANDUM

DATE: February 21, 2020

TO: Animal Services Advisory Committee Member

FROM: Alex Magee, Animal Services Supervisor

SUBJECT: Discuss and possible action on a recommendation of adding the definition Animal Control Officer to our City ordinance to read "Animal Control Officer- Is a person designated by the Chief of Police whose purpose is the care and control off all animals within the city limits. This person enforces city ordinances and state laws pertaining to the care and control of animals."

BACKGROUND/INFORMATION:

A review of City ordinances showed that Animal Control Officer was not defined. Watauga Animal Shelter wishes to improve our ordinances by clearly defining what an Animal Control Officer means.

FINANCIAL IMPLICATIONS:

No fiscal impact.

RECOMMENDATION/ACTION DESIRED:

Staff Desires the board to make a recommendation that the definition be added to the City of Watauga Code of Ordinances.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. City Definitions ACO(1)

REVIEWED BY:

Kevin Mead, Sergeant PD
Robert Parker, Chief of Police

Approved - 2/21/2020
Final Approval - 6/12/2020

Approved as to form for inclusion on Agenda

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AGENDA MEMORANDUM

DATE: May 21, 2020

TO: Animal Services Advisory Committee Member

FROM: Alex Magee, Animal Services Supervisor

SUBJECT: Discuss and take action on selecting a future meeting date for 2020.

BACKGROUND/INFORMATION:

Due to Covid 19, we were not able to hold the first scheduled meeting of 2020. We will need to reschedule the canceled meeting for another date and time in 2020.

FINANCIAL IMPLICATIONS:

No fiscal impact.

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Approved as to form for inclusion on Agenda