



AGENDA
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
THURSDAY, DECEMBER 16, 2021
10:30 AM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PUBLIC COMMENT If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the City Council and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council as soon as practicable. Such report to the City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action. Individual citizens addressing the City Council during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the Council and no formal Council action will be taken.

NEW BUSINESS

1. Discuss and consider action to appoint a Chairperson, Vice Chairperson, and Secretary.
Tonya DeGrand, ACO
2. Discuss and action on scheduling the 2022 Animal Services Advisory meetings.

Tonya DeGrand, ACO

APPROVAL OF MINUTES

1. Motion for approval of minutes from the November 18, 2020, Animal Services Advisory Meeting
Tonya DeGrand, ACO

REPORTS

1. "Clear the Shelter" event statistics
2. Fiscal year 2020/2021 statistics for shelter operations.
3. Fiscal year 2020/2021 statistics for field operations.
4. Pet registration
5. Shelter inspection

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, Linda Proskey, 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 December 10, 2021, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.


Linda Proskey, City Secretary



**MINUTES
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, NOVEMBER 18, 2020
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
12:15 PM**

CALL TO ORDER

Chairperson Burney called the meeting to order at 12:16 p.m.

MEMBERS PRESENT

Pam Burney	Chairperson	Videoconference
Dr. Karen Metzler	Vice-Chairperson	Caller User 3
Alex Magee	Secretary	Videoconference
Lieutenant James Parham	Member	Videoconference

and

STAFF

Andrea Gardner	City Manager/ City Secretary	Videoconference
Raquel Guajardo	Deputy City Secretary	Videoconference
Robert Parker	Chief of Police	Videoconference

COUNCIL

Mayor Miner	Mayor	Videoconference
Juanita King	Council Member, Place 5	Videoconference

PUBLIC COMMENT

Chairperson Burney called for Public Comment. No Request to Speak forms were received.

APPROVAL OF MINUTES

1. **Approval of minutes from Animal Services Advisory Meeting held December 28, 2018 and September 2, 2020.**

Ms. Magee made a motion to approve the meeting minutes from December 28, 2018. Motion seconded by Second Dr. Metzler. Motion carried.

Ms. Magee made a motion to approve the meeting minutes from September 2, 2020. Motion seconded by Second Dr. Metzler (Caller User 3). Motion carried 3-0-0.

REPORTS

1. **Review Kennel Statistic Reports for Fiscal 2019-2020**

Ms. Magee provided an overview of the fiscal years animal intake and out take of Adoptions, euthanasia, return to owners, rescue transfers, deaths, and if euthanized the reason list on report.

Chairperson Burney, commented on that it's a remarkable out take from the amount of intake.

There were no questions or further comments, and no action was taken as this is only to report.

2. Review Animal Control Officers Completed Activities for Fiscal 2019-2020

Ms. Magee provided an overview of the report explaining the type of animal control officers calls that were completed.

There were no questions or comments, and no action was taken as this is only to report.

NEW BUSINESS

1. Discussion and Action on scheduling the 2021 Animal Services Advisory Meetings.

Ms. Magee provided an explanation on wanting to schedule next years meetings earlier in the year say February.

Dr. Metzler commented that Wednesdays work best for her. Chairperson Burney, Dr. Metzler, Ms. Magee, and Lt. Parham discussed dates and times. In the end providing the dates February 17, 2021; 12:30 p.m.; July 14, 2021 at 12:30 p.m; November 17, 2021 at 12:30 p.m.

Ms. Magee made a motion to approve the dates presented. Motion seconded by Second Dr. Metzler (Caller User 3). Motion carried 3-0-0.

ADJOURNMENT

Before adjourning the meeting Andrea Gardner, City Secretary addressed that Caller User 3 is Dr. Metzler for the minutes and that Mayor Miner is with her just not shown on video and was present for the meeting as well.

With there being no further business to conduct, Chairperson Burney adjourned the meeting at 12:30 p.m..

APPROVED: this _____ day of _____, 2021

SIGNED: this _____ day of _____, 2021

ATTEST:

APPROVED:

Secretary

Chairperson

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



AGENDA MEMORANDUM

DATE: December 9, 2021
TO: Animal Services Advisory Committee Member
FROM: Tonya DeGrand, ACO
SUBJECT: "Clear the Shelter" event statistics

BACKGROUND/INFORMATION:

Clear the shelter report: On September 18th 2021, the Clear the Shelter event was held. This event allows us to try to clear our shelter by offering no cost adoption fees for one day. We started with 9 dogs, 17 cats, and 1 rabbit. We adopted 17 animals that day: 12 cats, 4 dogs, and 1 rabbit.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Linda Proskey, City Secretary
Robert Parker, Interim City Manager
Linda Proskey, City Secretary

Approved - 12/10/2021
Approved - 12/10/2021
Final Approval - 12/10/2021

Approved as to form for inclusion on Agenda

**Adoptable vs Unadoptable Animals
from 10/01/20 to 09/30/21**

		ADOPTION	DIED	DISPOSAL	EUTH	RELOCATE	RTO	TRANSFER	TOTAL
BIRD	ADOPTABLE	0	0	0	0	0	0	1	1
	TOTAL	0	0	0	0	0	0	1	1
CAT	ADOPTABLE	99	5	0	20	0	10	12	146
	UNADOPTABLE	23	7	4	78	0	2	15	129
	TOTAL	122	12	4	98	0	12	27	275
DOG	ADOPTABLE	83	0	0	6	0	133	18	240
	UNADOPTABLE	5	1	1	9	0	14	9	39
	TOTAL	88	1	1	15	0	147	27	279
MAMMAL	ADOPTABLE	0	0	0	0	1	0	4	5
	UNADOPTABLE	0	0	6	9	0	0	0	15
	TOTAL	0	0	6	9	1	0	4	20
RABBIT	ADOPTABLE	1	0	0	0	0	0	0	1
	UNADOPTABLE	0	0	0	0	0	0	1	1
	TOTAL	1	0	0	0	0	0	1	2
REPTILE	ADOPTABLE	2	0	0	0	0	0	0	2
	TOTAL	2	0	0	0	0	0	0	2
RODENT	ADOPTABLE	5	0	0	0	0	0	2	7
	UNADOPTABLE	0	0	0	1	0	0	0	1
	TOTAL	5	0	0	1	0	0	2	8
TOTAL		218	13	11	123	1	159	62	587

Officer Activity Report
Calls Received Between 10/01/20 And 09/30/21

		BLESS	DEGRAND	ENGEL	GARCIA	HARRIS	MAGEE
ASSIST	ACO	0	0	2	0	0	0
	OTHER	0	0	1	1	0	0
	POLICE	0	0	2	0	0	0
	PUBLIC	0	0	0	1	0	0
	TOTAL	0	0	5	2	0	0
DEAD		0	0	0	3	0	0
	DMSTC	3	5	15	9	0	7
	OWNED	1	0	0	2	0	0
	WILD	2	6	13	22	0	3
	TOTAL	6	11	28	36	0	10
INV		0	0	0	3	0	1
	ABAN	0	0	0	1	0	0
	BARK	7	3	10	24	0	12
	BARKF	1	0	2	3	0	0
	BITE	0	2	8	8	0	11
	BITEF	2	0	4	2	0	4
	FOLLOW UP	7	0	7	17	0	6
	GROSS NEG	0	0	0	5	0	0
	KENNEL	0	0	0	1	0	0
	MALIC	1	0	0	0	0	0
	MUNIC	8	0	6	15	0	4
	NEGLI	4	1	10	6	0	1
	OTHER	0	6	14	8	0	4
	TOTAL	30	12	61	93	0	43
OTHER		0	2	2	5	0	2
	TOTAL	0	2	2	5	0	2
OWNED		0	0	0	3	0	1
	OTHER	1	0	1	8	0	4
	REQST	2	0	10	9	0	2

RESCUE	SHELTER	JNASSIGNED	TOTAL
0	0	0	2
0	0	0	2
0	0	0	2
0	0	0	1
0	0	0	7
0	0	0	3
0	0	0	39
0	0	0	3
0	0	2	48
0	0	2	93
0	0	0	4
0	0	0	1
0	0	1	57
0	0	0	6
0	0	1	30
0	0	0	12
0	0	1	38
0	0	0	5
0	0	0	1
0	0	0	1
0	0	2	35
0	0	1	23
1	0	2	35
1	0	8	248
0	0	0	11
0	0	0	11
0	0	0	4
0	0	0	14
0	0	0	23

		BLESS	DEGRAND	ENGEL	GARCIA	HARRIS	MAGEE
OWNED	TOTAL	3	0	11	20	0	7
STRAY		0	0	0	6	0	0
	AGGRS	0	1	1	6	0	3
	CONF	6	0	22	23	0	9
	INJURED	1	2	9	3	0	3
	OPEN YARD	0	0	1	0	0	0
	ROAM	23	8	51	87	0	22
	TIED	0	0	1	0	0	0
	TRAP	4	1	20	24	1	9
	TOTAL	34	12	105	149	1	46
TRANSPORT	ANIMAL	0	2	0	0	0	0
	OTHER	0	0	1	0	0	0
	TOTAL	0	2	1	0	0	0
WILD		0	0	0	1	0	0
	CONF	0	1	2	2	0	0
	INJURED	0	3	13	12	0	3
	OPEN YARD	0	1	0	2	0	0
	ROAM	0	0	12	2	0	1
	SICK	0	0	0	0	0	2
	TIED	0	0	1	2	0	0
	TRAP	3	5	13	8	0	3
	TOTAL	3	10	41	29	0	9
XTRA SERVE		2	0	1	0	0	0
	TOTAL	2	0	1	0	0	0
YARD CHK		0	0	6	11	0	2
	TOTAL	0	0	6	11	0	2
TOTAL		78	49	261	345	1	119

RESCUE	SHELTER	JNASSIGNED	TOTAL
0	0	0	41
0	0	0	6
0	0	0	11
0	0	3	63
0	0	1	19
0	0	0	1
0	1	5	197
0	0	0	1
0	0	2	61
0	1	11	359
0	0	0	2
0	0	0	1
0	0	0	3
0	0	0	1
0	0	0	5
0	0	0	31
0	0	0	3
0	0	2	17
0	0	0	2
0	0	0	3
0	0	1	33
0	0	3	95
0	0	1	4
0	0	1	4
0	0	0	19
0	0	0	19
1	1	25	880

Officer Results Between
10/01/20 And 09/30/21

		APPR	CITE	COMF	DOA	EDUC	GOA	IMPNI	MC	NOTIC	RPRT	RSVLI	RTO	UNFN	UTC	UTL	UTMC
BLESS		1	3	15	0	1	6	17	21	6	2	0	6	0	3	8	4
DEGRAND	0	0	0	7	11	1	0	10	1	3	0	0	0	2	1	9	0
ENGEL	0	0	1	3	13	0	0	73	32	18	1	7	16	15	5	7	5
GARCIA	0	3	13	30	27	11	3	80	47	30	2	8	35	43	8	15	14
HARRIS		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAGEE		0	5	40	3	0	1	22	0	9	1	2	10	0	0	8	1
RESCUE	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
SHELTER		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	4	22	95	54	13	10	202	102	67	6	17	67	60	17	47	24

WARM	TOTAL
18	111
12	57
17	213
62	431
0	
20	122
1	3
0	
130	937



AGENDA MEMORANDUM

DATE: December 9, 2021
TO: Animal Services Advisory Committee Member
FROM: Tonya DeGrand, ACO
SUBJECT: Pet registration

BACKGROUND/INFORMATION:

Pet registration compliance: Around the end of September 2021 staff started to send reminder letters for animals that need to be registered. September 2021 there were only 11 pets registered. In October 2021, the number of pets registered increased to 63.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Linda Proskey, City Secretary
Robert Parker, Interim City Manager
Linda Proskey, City Secretary

Approved - 12/10/2021
Approved - 12/10/2021
Final Approval - 12/10/2021

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

DATE: December 10, 2021
TO: Animal Services Advisory Committee Member
FROM: Tonya DeGrand, ACO
SUBJECT: Shelter inspection

BACKGROUND/INFORMATION:

The shelter was inspected by the Texas Department of State Health services and passed. We were also inspected by a veterinarian and passed with the vet stating the shelter looked and smelled very clean.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Robert Parker, Interim City Manager

Robert Parker, Interim City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 12/10/2021

Approved - 12/10/2021

Final Approval - 12/10/2021