



**AGENDA**  
**ANIMAL SERVICES ADVISORY COMMITTEE**  
**REGULAR MEETING**  
**7105 WHITLEY ROAD, WATAUGA, TEXAS 76148**  
**WEDNESDAY, MAY 10, 2023**  
**12:00 PM**

**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.

**PUBLIC TESTIMONY FOR ACTION ITEMS** Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

## **PRESENTATIONS**

1. Supervisor report of shelter activities.

**CONSENT AGENDA** All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

1. Consider approval of the March 7th, 2023 meeting minutes.  
**Tonya DeGrand, ACO**

## **ACTION ITEMS**

1. Discuss and consider approval of draft ordinance changes to Section 6-291: Humane treatment required; abandonment; cruelty to be presented to council for approval.  
**Tonya DeGrand, ACO**  
**Tonya DeGrand, ACO**
2. Discuss and consider approval of draft ordinance changes to Section 6-64: Redemption of animal by owner; disposition of unredeemed animals to be presented to the council for approval.  
**Tonya DeGrand, ACO**  
**Tonya DeGrand, ACO**

## **ITEMS FOR FUTURE AGENDAS**

## **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 May 5, 2023, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



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Linda Proskey, City Secretary





## AGENDA MEMORANDUM

**DATE:** May 5, 2023  
**TO:** Animal Services Advisory Committee Member  
**FROM:** Tonya DeGrand, ACO  
**SUBJECT:** Supervisor report of shelter activities.

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

None

**RECOMMENDATION/ACTION DESIRED:**

This item does not require a recommendation as it is a presentation/report.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

None

**REVIEWED BY:**

Robert Parker, Police Chief

Joshua Jones, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 5/5/2023

Approved - 5/5/2023

Final Approval - 5/5/2023



## AGENDA MEMORANDUM

**DATE:** April 29, 2023  
**TO:** Honorable City Council Members  
**FROM:** Tonya DeGrand, ACO  
**THROUGH:** Tonya DeGrand, ACO  
**SUBJECT:** Consider approval of the March 7th, 2023 meeting minutes.

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

None

**RECOMMENDATION/ACTION DESIRED:**

Respectfully recommend the Council review and take action on the item presented.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Animal Services 3.7.2022 - Draft Minutes

**REVIEWED BY:**

Joshua Jones, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 5/5/2023

Final Approval - 5/5/2023



**MINUTES  
ANIMAL SERVICES ADVISORY COMMITTEE  
REGULAR MEETING  
TUESDAY, MARCH 7, 2023  
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148  
12:00 PM CALL TO ORDER**

**CALL TO ORDER**

Chairperson Stacy McCool called the meeting to order at 12:00 p.m.

**ROLL CALL**

The meeting convened with the following members present:

Stacy McCool	Chairperson
Kevin Mead	Vice-Chairperson
Tonya DeGrand	Secretary
Vacant	Veterinarian
and	
Jan Hill	Council Liaison
Arthur Miner	Mayor
Linda Proskey	City Secretary

**ANNOUNCEMENTS**

There were no announcements.

**PUBLIC COMMENT**

No requests for public comment were received.

**PUBLIC TESTIMONY FOR ACTION ITEMS**

No requests for public testimony were received.

**REPORT**

**Supervisor report of shelter activities.**

Two new officers have been hired and have been euthanasia certified and basic certified. We are currently looking to fill the last ACO position and will be doing interviews soon. The volunteer program should be starting soon and people will have online access to sign up for certain duties during their volunteer time. We have not had many big dog adoptions and kennels have been full for some time. Special adoption fees have been created but it still has not increased adoptions. All shelters are going through low adoption rates right now, rescues are full due to no adoptions, and it is puppy and kitten season, which means the shelter can fill up quickly. Staff may consider doing an adoption off-site event on a weekend at a popular spot in hopes of getting some dogs adopted.

## **CONSENT AGENDA**

### **Consider approval of the December 7, 2022, meeting minutes.**

DeGrand made a motion to approve the minutes for the December 7, 2022, Animal Services Advisory Meeting. Mead motioned it to be approved. McCool Second.

Chairperson McCool called for a vote.

Vote passed 3.0.0.0

Ayes: McCool, DeGrand, Mead

Nays: None

Abstain: None

Absent: None

## **ACTION ITEMS**

### **1. Discuss possible ordinance changes to Section 6-291: Humane treatment required; abandonment; cruelty.**

Abandon means to fail to adequately provide an animal with one (1) or more of the necessities of life, including but not limited to, air, food, potable water, sanitary conditions, shelter, protection from the heat, cold, or other environmental conditions, or under other circumstances that may cause bodily injury, serious bodily injury, or death of the animal, or to leave an animal in the care, custody, or control of another person without his or her consent. Abandons any animal that he or she has possession or ownership of at the animal services facility, at any other place of business, on public property, or with any person that has not consented or has revoked consent to be responsible for the care of the animal. Fails to reclaim any animal that he owns from the animal services facility or any person who had temporary possession of the animal.

### **2. Discuss possible ordinance changes to Section 6-64: Redemption of animal by owner; disposition of unredeemed animals.**

Discussion about changing the ordinance to redeem animals that were impounded for running at large to include mandatory microchip implantation along with a fee. A microchip implant in the animal is required. If the animal is not already identifiable by microchip, the owner shall pay a fee to have a microchip implanted into the animal prior to release. The microchip fee is already \$20 but is optional at this time. The fee for the microchip at the time of redemption will be the same. Other animal shelters are doing the same as well as changing the license tags to microchips instead.

**ITEMS FOR FUTURE AGENDAS**

There were no items for future agendas.

**ADJOURNMENT**

Chairperson Stacy McCool adjourned the meeting at 12:15 pm

Approved: this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Signed: this \_\_\_\_\_ day of \_\_\_\_\_, 2023

APPROVED:

ATTEST:

\_\_\_\_\_  
Stacy McCool, Chairperson

\_\_\_\_\_  
Tonya DeGrand, Secretary

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

## Ordinance Changes

### Current ordinance:

#### Sec. 6-291. - Humane treatment required; abandonment; cruelty.



- (a) No owner shall fail to provide his animal with veterinary care when needed to prevent suffering.
- (b) No person shall beat, cruelly treat, torment, mentally abuse, overload, overwork, or abuse an animal, or cause, instigate, or permit any bullfight, or other combat between animals or between animals and humans.
- (c) Every owner or other person having care and control of any animal shall provide the following for each animal under his care and control:
  - (1) Sufficient food, in clean containers, as to maintain the animal in good health;
  - (2) Clean water, in a clean container, available to the animal at all times;
  - (3) Adequate shelter, allowing the animal to remain dry and protected from the elements (wind, precipitation, and direct sunlight), consisting of three closed walls and a roof, and flooring which keeps the animal out of water or mud in wet conditions.
- (d) No person shall donate or agree to donate any live animal as a prize for or as an inducement to enter any contest, game, or other competition or an inducement to enter a place of business, or offer such animal as an incentive to enter into any business agreement whereby the offer was for the purpose of attracting trade.
- (e) Any person who, as the operator of a motor vehicle, strikes a domestic animal shall immediately report such injury or death to the animal's owner. In the event the owner cannot be ascertained and located, such operator shall at once report the accident or incident to the city police department or to the local humane society.
- (f) No person shall expose any known poisonous substance, whether mixed with food or not, so that same shall be liable to be eaten by any domestic animal or person. This section is not intended to prohibit the prudent use of herbicides, insecticides, or rodent control materials. No person shall expose an open trap or metal jaw type device or trap that shall be liable to injure any domestic animal or person.
- (g) A person commits an offense if the person intentionally, knowingly, or recklessly fails to comply with any provision or requirement of this section. An offense under this section is punishable by a fine in accordance with [section 1-7](#). If a person fails to comply with this section with respect to more than one animal, the person's conduct with respect to each animal constitutes a separate offense.

(Code 2001, § 2.1102; Code 2010, § 2.10.002; Ord. No. 1582, § 1, 1-26-2015; Ord. No. 1583, § 1, 2-23-2015)

**Add the definition of Abandon to 6-1:** means to fail to adequately provide an animal with one (1) or more of the necessities of life, including but not limited to, air, food, potable water, sanitary conditions, shelter, protection from the heat, cold, or other environmental conditions, or under other circumstances that may cause bodily injury, serious bodily injury, or death of the animal, or to leave an animal in the care, custody, or control of another person without his or her consent.

**Add to 6-291:** No person shall abandon any animal that he or she has possession or ownership of at the animal services facility, at any other place of business, on public property, or with any person that has not consented or has revoked consent to be responsible for the care of the animal;

A person commits an offense if they fail to reclaim any animal that he owns from the animal services facility or any person who had temporary possession of the animal;

Current ordinance:

6-64: If the owner of an impounded animal can be determined, oral notification of the impoundment followed by written notification sent to the owner's last known address by regular mail shall be provided to said owner immediately. The owner of the impounded animal may redeem and recover the animal upon payment of the impoundment fee, reasonable care and feeding charges, veterinary fees, rabies vaccination fees, and such other costs as determined by the animal control officer in the city police department. If such animal is not redeemed and recovered within four days after initial notification (written or oral) to the owner, the animal shall be deemed abandoned and may be placed for adoption, subject to the adoption policies of the city, or the animal control officer may humanely euthanize said animal by injection or other means. If the animal is not redeemed and recovered by the original owner, the original owner shall be responsible for all charges (including euthanization) even though the animal may have been adopted or euthanized.

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