



AGENDA
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
WEDNESDAY, JUNE 4, 2025
12:00 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PRESENTATIONS

PUBLIC COMMENT This is an opportunity for citizens to address the Council on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1) All comments are to be directed to the Council. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

PUBLIC TESTIMONY FOR ACTION ITEMS This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

REPORTS

1. Supervisor's 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. Any council member wishing to pull an item may do so.

1. Consider approval of the October 16, 2024 Animal Advisory Board meeting minutes.
Miranda Koenig, ACO

ACTION ITEMS

1. Discuss and consider action on scheduling the remaining required Animal Services Advisory Committee meeting for 2025 in the month of August.
Miranda Koenig, ACO
2. Discuss and consider action on scheduling the Animal Services Advisory Committee meetings for 2026.
Miranda Koenig, 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 30, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: May 14, 2025
TO: Animal Services Advisory Committee Member
FROM: Miranda Koenig, ACO
SUBJECT: Supervisor's Report of Shelter Activities

BACKGROUND/INFORMATION:

Miranda Koenig, Animal Services Supervisor, will update the board members on the animal shelter and staff.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

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

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 6.4.25 Meeting

REVIEWED BY:

James Lewis, Chief of Police
Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 5/30/2025
Approved - 5/30/2025
Final Approval - 5/30/2025

Approved as to form for inclusion on Agenda

Supervisor report of activities:

1. 1 new employee hired. All staff, excluding 1 kennel tech are all trained on animal control basics, and euthanasia certifications. We are fully staffed.
2. The live release rate From Jan 1 2025 to June 1 2025 is currently 91% for all animals.
3. The volunteer program has been in effect and we are gaining more volunteers applications.
4. Efforts are being made to partner with area business for fundraising and adoption events to increase shelter promotion.
5. Conducted an large animal cruelty investigation involving over 50 animals, the suspect has turned herself in and a court date pending.



AGENDA MEMORANDUM

DATE: May 14, 2025
TO: Honorable City Council Members
FROM: Miranda Koenig, ACO
THROUGH: Miranda Koenig, ACO
SUBJECT: Consider approval of the October 16, 2024 Animal Advisory Board meeting minutes.

BACKGROUND/INFORMATION:

Meeting minutes for the October 16, 2024 meeting.

FINANCIAL IMPLICATIONS:

none

RECOMMENDATION/ACTION DESIRED:

This item contains Meeting Minutes Draft for Board review and approval.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Animal Advisory 10.16.2024

REVIEWED BY:

James Lewis, Chief of Police

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 5/30/2025

Approved - 5/30/2025

Final Approval - 5/30/2025



**MINUTES
ANIMAL SERVICES ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, OCTOBER 16, 2024
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
12:00 PM**

CALL TO ORDER

Chairperson McCool called the meeting to order at 12:02 p.m.

ROLL CALL

Stacey McCool	Chairperson, Place 1
Sergeant Danielle Bannick	Vice Chairperson, Place 2
Tonya DeGrand	Secretary, Place 4
Donald McLeod, DVM	Place 3

And

Linda Proskey	City Secretary
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ANNOUNCEMENTS

There were no announcements

PRESENTATIONS

- 1. Discuss possible amendments to Chapter 6.**

PUBLIC COMMENT

There were no requests to speak

PUBLIC TESTIMONY FOR ACTION

There were no requests or public testimony

REPORT

1. Supervisor report on shelter activities.

CONSENT AGENDA

1. Consider approval of the April 24, 2024, meeting minutes.

Tonya DeGrand motioned to approve the minutes for the April 24, 2024, Animal Services Advisory Meeting. Danielle Bannick seconded the motion.

Vote passed 3-0-0-0 [add the Ayes/Nayes/Abstain/Absent count]

Ayes: DeGrand, Bannick, McCool
Nayes: None
Abstain: None
Absent: None

ACTION ITEMS

1. Discuss and consider action to recommend to the City Council for their consideration and potential adoption of proposed amendments to Chapter 6, Sections 6-194 and 6- 195 to comply with State Law.

[Brief summary of what was discussed] We recommend the City Council approve changes to Sections 6-194 and 6-195 of the city ordinances to resolve discrepancies with state law, as outlined in Attorney General Ruling KP-0274. Currently, the ordinances conflict regarding the timelines for appealing a dangerous dog designation and meeting compliance requirements. Specifically, Section 6-194(A) should be amended to give owners up to 30 days to register the dog and provide proof of compliance, instead of the current 15 days, which is often too short due to challenges in securing veterinary appointments. Section 6-194(B) should clarify that owners have 15 days to appeal the designation, aligning with state law. Section 6-194(C) should be updated to require that the dog be microchipped and spayed/neutered within 30 days. These adjustments ensure the ordinances comply with state law while providing reasonable timelines for dog owners.

Tonya DeGrand made a motion. Danielle Bannick seconded the motion to approve.

Vote passed 3-0-0-0 [add the Ayes/Nayes/Abstain/Absent count]

Ayes: McCool, DeGrand, Varelans
Nays: None
Abstain: None
Absent: None

2. Discuss and consider action on scheduling the Animal Services Advisory committee meetings for the year 2025.

Several meeting dates were considered, including January 22nd and 29th, 2025, but those were unavailable. The next available options were June 4th and October 1st, 15th, and 22nd. October 15th was selected as the preferred date. As a result, two meetings have been scheduled for 2025: June 4th and October 15th.

Tonya DeGrand made a motion. Danielle Bannick seconded the motion to approve.

Vote passed 3-0-0-0 [add the Ayes/Nayes/Abstain/Absent count]

Ayes: McCool, DeGrand, Varelans
Nays: None
Abstain: None
Absent: None

ITEMS FOR FUTURE AGENDAS

There were no request for future agendas.

ADJOURNMENT

Chairperson McCool adjourned the meeting at 12:31 p.m.

Approved: this _____ day of _____, 2025

Signed: this _____ day of _____, 2025

APPROVED:

ATTEST:

Stacey McCool, Chairperson

Secretary



AGENDA MEMORANDUM

DATE: May 14, 2025
TO: Honorable City Council Members
FROM: Miranda Koenig, ACO
THROUGH: Miranda Koenig, ACO
SUBJECT: Discuss and consider action on scheduling the Animal Services Advisory Committee meetings for 2026.

BACKGROUND/INFORMATION:

Sec. 823.005. ADVISORY COMMITTEE. (a) The governing body of a county or municipality in which an animal shelter is located shall appoint an advisory committee to assist in complying with the requirements of this chapter.(b) The advisory committee must be composed of at least one licensed veterinarian, one county or municipal official, one person whose duties include the daily operation of an animal shelter, and one representative from an animal welfare organization.(c) The advisory committee shall meet at least three times a year.

FINANCIAL IMPLICATIONS:

none

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the board and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. prospective 2026 committee dates

REVIEWED BY:

James Lewis, Chief of Police
Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 5/30/2025
Approved - 5/30/2025
Final Approval - 5/30/2025

Approved as to form for inclusion on Agenda

Prospective Animal Services Advisory Meeting dates for the year 2026:

First, third or fourth Wednesday's in February (4, 18, or 25)

First, third or fourth Wednesday's in June (3, 17, and 24)

First, third or fourth Wednesday's in October (7, 21, and 28)