



CITY OF LAKE WORTH

ANIMAL SHELTER ADVISORY COMMITTEE AGENDA

**3805 ADAM GRUBB
LAKE WORTH, TEXAS 76135
TUESDAY, OCTOBER 16, 2018**

REGULAR MEETING: 5:30 PM

Held in the City Council Chambers

A. CALL TO ORDER

A.1 INVOCATION AND PLEDGE OF ALLEGIANCE

A.2 ROLL CALL

B. MINUTES

B.1 [Approve minutes of the June 19, 2018 Animal Shelter Advisory Committee meeting.](#)

C. GENERAL ITEMS

C.1 [Discuss Animal Shelter Advisory Committee meeting dates for the 2019 Calendar Year.](#)

C.2 [Discuss upcoming Animal Service events.](#)

C.3 [Discuss volunteer support.](#)

C.4 [Discuss and update on animal shelter projects.](#)

D. PUBLIC COMMENTS

E. STAFF REPORT(S) / ANNOUNCEMENT(S)

E.1 ANIMAL CONTROL OFFICER REPORTS:

1. Animal Shelter Quarterly Statistics Report
2. Discuss Shot Clinic

E.2 DIRECTOR OF BUILDING DEVELOPMENT SERVICES REPORTS:

1. Animal Control Vehicles

2. Pepper Gun

F. ADJOURNMENT

All items on the agenda are for discussion and/or action.

Certification

I do hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, 3805 Adam Grubb, City of Lake Worth Texas in compliance with Chapter 551, Texas Government Code on Friday, October 12, 2018 at 12:00 p.m.

Planning & Zoning Administrator

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made forty-eight (48) hours prior to this meeting. Please contact the City Secretary's Office at (817) 237-1211 ext. 105 for further information.

Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. B.1

FROM: Barry Barber, Director of Building Development Services

ITEM: Approve minutes of the June 19, 2018 Animal Shelter Advisory Committee meeting.

SUMMARY:

The minutes are approved by majority vote of the Committee at the Animal Shelter Advisory Committee meeting.

The Planning and Development office or Animal Control department prepares action minutes for each Animal Shelter Advisory Committee. The minutes for the previous meeting are placed on the agenda for review and approval by the Committee. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. June 19, 2018 Animal Shelter Advisory Committee Meeting Minutes

RECOMMENDED MOTION OR ACTION:

Approve minutes of the June 19, 2018 Animal Shelter Advisory Committee meeting.

**MINUTES OF THE REGULAR MEETING
OF THE ANIMAL SHELTER ADVISORY COMMITTEE OF THE
CITY OF LAKE WORTH, TEXAS
HELD IN CITY HALL, COUNCIL CHAMBERS, 3805 ADAM GRUBB
TUESDAY, JUNE 19, 2018**

REGULAR MEETING: 5:30 PM

A. CALL TO ORDER.

Chair Cessa White called the Animal Shelter Advisory Committee meeting to order at 5:45 p.m.

A.1 INVOCATION AND PLEDGE OF ALLEGIANCE.

Chair Cessa White gave the invocation and attendees recited the pledge of allegiance.

A.2 ROLL CALL.

Present:	Suzanne Meason acting on Barry Barber's behalf	Place 1
	Felicia Bratcher	Place 2
	Rosemary Lindsey	Place 3
	Cessa White	Place 5

Absent:	Barry Barber	Place 1
	Sandy Shelby	Place 4

B. MINUTES

B.1 APPROVE MINUTES OF THE MARCH 27, 2018 ANIMAL SHELTER ADVISORY COMMITTEE MEETING.

APPROVED

Rosemary Lindsey advised that she prefers to be addressed by her official title as Dr. Rosemary Lindsey.

COMMITTEE MEMBER DR. ROSEMARY LINDSEY MADE A MOTION, SECONDED BY COMMITTEE MEMBER FELICIA BRATCHER, TO APPROVE THE MINUTES OF THE MARCH 27, 2018 ANIMAL SHELTER ADVISORY COMMITTEE MEETING WITH THE NOTED CHANGE TO HER TITLE IN ITEM D.1.4.

MOTION TO APPROVE CARRIED 4-0.

C. GENERAL ITEMS

C.1 DISCUSS ANIMAL SERVICE EVENTS.

Ms. Bratcher advised that Texas Paw Care would be at the shelter on Sunday, August 19, 2018 for the Clear the Shelter Event and would be providing rabies vaccinations with adoption and free nail trims.

C.2 DISCUSS AND UPDATE ON ANIMAL SHELTER PROJECTS.

Ms. Meason advised that the shelter remodel project is in the design/architecture phase to be reviewed by staff and then will go out for bid once ready. While the shelter is under construction Ms. Bratcher has it worked out for the animals to be housed at the White Settlement Animal Services. The play area and gate were added into the remodel project so that will all happen at the same time as the shelter remodel.

C.3 DISCUSS VOLUNTEER SUPPORT.

This item was not addressed as Ms. Shelby was not present at the meeting.

D. PUBLIC COMMENTS

There were no public comments.

E. STAFF REPORT(S) / ANNOUNCEMENT(S)

E.1 ANIMAL CONTROL OFFICER REPORTS:

1. Animal Shelter Quarterly Statistics Report

Ms. Bratcher went over the intake and outtake reports. She advised that there were thirty (30) adoptions.

2. Discuss Animal Shelter Certification Completion

Ash Vonck has completed the Basic Animal Control Certification and Euthanasia Certification. Felicia Bratcher has completed her Advance Animal Control Officer Certification.

3. Trainings

They will be starting FEMA classes soon.

E.2 DIRECTOR OF BUILDING DEVELOPMENT SERVICES REPORTS:

1. Animal Control Vehicles

Ms. Meason advised that the backup unit had been wrapped with the new pictures and logo. The new unit is in the shop to have the new bed put on it and then it will go to the vendor to get wrapped as well.

2. Animal Shelter Advisory Committee Meeting Date

The next Animal Shelter Advisory Committee Meeting will be on September 18, 2018 at 5:30 pm.

3. Additional Personnel Certifications

We have two additional personnel at the police department that are getting their euthanasia certifications as well.

F. ADJOURNMENT

Chair Cessa White adjourned the meeting at 6:02 p.m.

APPROVED:

Cessa White, Chair
Animal Shelter Advisory Committee

ATTEST:

Suzanne Meason
Planning & Zoning Administrator

Lake Worth Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. C.1

FROM: Barry Barber, Director of Building Development

ITEM: Discuss and consider Animal Shelter Advisory Committee meeting dates for the 2019 Calendar Year.

SUMMARY:

Animal Shelter Advisory Committee meetings will be held at least three (3) times per calendar year. The normal date will be the third (3rd) Tuesday of the month, at least quarterly. Dates for 2019 Calendar Year will be as follows:

Tuesday, March 19, 2019

Tuesday, June 18, 2019

Tuesday, October 15, 2019

Meetings will be held at 5:30 pm and will be in the City Council Chambers located at 3805 Adam Grubb, Lake Worth, Texas 76135.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.

Lake Worth Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. C.2

FROM: Felicia Bratcher, Animal Control Officer

ITEM: Discuss upcoming Animal Service events.

SUMMARY:

Felicia will go over the upcoming events planned for animal services and answer any questions.

Low Cost Vaccination Clinic planned for some time in November, will be conducted by Texas Paw Care and hosted by Lake Worth Animal Services.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.

Lake Worth Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. C.3

FROM: Sandy Shelby, Committee Member

ITEM: Discuss volunteer support.

SUMMARY:

Ms. Shelby asked to talk about volunteer support and services. Some questions she had that we will discuss at the meeting are:

Does the Shelter utilize volunteers?
If so, for what task/projects?

Off-site adoptions?

Animal enrichment/walks, etc.?

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.

Lake Worth Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. C.4

FROM: Barry Barber, Director of Building Development

ITEM: Discuss and update on animal shelter projects.

SUMMARY:

Barry Barber will update the Committee on any upcoming shelter projects and answer any questions.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.

Lake Worth Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. E.1

FROM: Felicia Bratcher, Animal Control Officer

ITEM: Animal Control Officer Reports

SUMMARY:

Felicia will update the Committee on various items and answer any questions. Details will be provided at the meeting on each topic.

1. Animal Shelter Quarterly Statistics Report(s) (see attached)
2. Discuss Shot Clinic

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Animal Shelter Quarterly Statistics Report(s)

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.

Intake Detail Report

Print Date **Monday, October 1, 2018**

Intake StartDate	6/15/2018 12:00 AM	Jurisdiction	All
Intake EndDate	10/1/2018 11:59 PM	Injury Cause	All
Intake Type	All	PreAltered	All
Intake SubType	All	Site Name	All
Species	All	Age Group	All
DOA	All	Animal Tag Type	All
Intake Status	Completed		

<u>Animal#</u>	<u>Animal Name</u>	<u>Species</u>	<u>Breed</u>	<u>Age</u>	<u>Gender</u>	<u>Color</u>	<u>PreAltered</u>	<u>IntakeDate</u>	<u>Intake Type</u>	<u>PetID</u>
<u>ARN</u>	<u>Tag type</u>	<u>Size</u>	<u>Location / Sublocation</u>	<u>Altered</u>	<u>Danger</u>	<u>Danger Reason</u>	<u>S/N</u>	<u>By</u>	<u>Subtype</u>	<u>DOA</u>

Owner/Guardian Surrender	Total Intakes: 7	Total Unique Animals: 7
Return	Total Intakes: 1	Total Unique Animals: 1
Service In	Total Intakes: 5	Total Unique Animals: 5
Stray	Total Intakes: 130	Total Unique Animals: 126
Wildlife In	Total Intakes: 45	Total Unique Animals: 45

Total Count:	188
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Outcome Summary Report

Print Date Monday, October 1, 2018

Outcome StartDate	6/15/2018 12:00 AM	Outcome Type	All
Outcome EndDate	10/1/2018 11:59 PM	Outcome SubType	All
Species	All	Jurisdiction	All
Age Group	All	TransferOut Reason	All
Site	All	Outcome Status	Completed

<u>Animal#</u>	<u>Name</u>	<u>Species</u>	<u>Primary Breed</u>	<u>Age</u>	<u>Sex</u>	<u>Alter</u>	<u>Outcome Type</u>	<u>Outcome SubType</u>	<u>Outcome By</u>	<u>Recorded By</u>
<u>ARN#</u>	<u>Secondary Breed</u>	<u>Danger</u>	<u>Danger Reason</u>	<u>Jurisdiction</u>	<u>TransferOut Reason</u>	<u>Outcome Date/Time</u>				
Adoption							Total Outcomes: 44	Total Unique Animals: 44		
Died							Total Outcomes: 4	Total Unique Animals: 4		
DOA							Total Outcomes: 15	Total Unique Animals: 15		
Euthanasia							Total Outcomes: 38	Total Unique Animals: 38		
Return to Owner/Guardian							Total Outcomes: 29	Total Unique Animals: 26		
Service Out							Total Outcomes: 4	Total Unique Animals: 4		
Transfer Out							Total Outcomes: 17	Total Unique Animals: 17		
Wildlife Release							Total Outcomes: 39	Total Unique Animals: 39		
Total Count:								190		

Lake Worth Animal Shelter Advisory Committee Meeting – October 16, 2018

Agenda Item No. E.2

FROM: Barry Barber, Director of Building Development (Suzanne Meason)

ITEM: Director of Building Development Reports

SUMMARY:

Barry Barber will update the Committee on various items and answer any questions. Details on each item will be provided at the meeting.

1. Animal Control Vehicles
2. Pepper Gun Purchase

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.