



CITY OF LAKE WORTH

ANIMAL SHELTER ADVISORY COMMITTEE AGENDA

**3805 ADAM GRUBB
LAKE WORTH, TEXAS 76135
TUESDAY, JULY 16, 2019**

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

A.3 SPECIAL PRESENTATION(S)

- A.3.1 [Presentation – Administer Oath of Office to appointed Animal Shelter Advisory Committee member, Place 5.](#)

B. MINUTES

- B.1 [Approve minutes of the April 16, 2019 Animal Shelter Advisory Committee meeting.](#)

C. GENERAL ITEMS

D. PUBLIC COMMENTS

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

E.1 ANIMAL CONTROL OFFICER REPORTS:

1. Animal Shelter Quarterly Statistics Report 2nd Quarter 2019.
2. Report on Vaccination Clinic from May 2019.

E.2 DIRECTOR OF BUILDING DEVELOPMENT SERVICES REPORTS:

1. Update on Animal Control Facility Construction.

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, July 13, 2019 at 9:00 a.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.

Lake Worth Animal Shelter Advisory Committee Meeting – July16, 2019

Agenda Item No. A.3.1

FROM: Suzanne Meason, Planning & Zoning Administrator

ITEM: Presentation – Administer Oath of Office to appointed Animal Shelter Advisory Committee member, place 5.

SUMMARY:

At the January 8, 2019 City Council meeting, Council appointed the following individual to serve on the Animal Shelter Advisory Committee.

- Kelli Stuard Place 5 (new appointment)

The Oath of Office will be administered during the July 16, 2019 regular meeting. Place 5 will expire on October 1, 2021. The forms to be completed will be made available to the member at the meeting.

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDED MOTION OR ACTION:

Necessary member will take the Oath of Office.

Animal Shelter Advisory Committee Meeting – July 16, 2019

Agenda Item No. B.1

FROM: Barry Barber, Director of Building Development Services

ITEM: Approve minutes of the April 16, 2019 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. April 16, 2019 Animal Shelter Advisory Committee Meeting Minutes

RECOMMENDED MOTION OR ACTION:

Approve minutes of the April 16, 2019 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, APRIL 16, 2019**

REGULAR MEETING: 5:30 PM

A. CALL TO ORDER.

Vice Chair Sandy Shelby called the Animal Shelter Advisory Committee meeting to order at 5:41 p.m.

A.1 INVOCATION AND PLEDGE OF ALLEGIANCE.

Vice Chair Sandy Shelby gave the invocation and led attendees in the pledge of allegiance.

A.2 ROLL CALL.

Present:	Barry Barber	Place 1
	Felicia Bratcher	Place 2
	Rosemary Lindsey	Place 3
	Sandy Shelby	Place 4
	Vacant	Place 5

Staff:	Suzanne Meason	Planning and Zoning Administrator
--------	----------------	-----------------------------------

A.3 SPECIAL PRESENTATIONS

A.3.1 PRESENTATION – ADMINISTER THE OATH OF OFFICE TO APPOINTED ANIMAL SHELTER ADVISORY COMMITTEE MEMBER, PLACE 5.

Mrs. Kelli Stuard was not in attendance for the meeting so her oath of office will be postponed to the next regularly scheduled meeting.

B. MINUTES

B.1 APPROVE MINUTES OF THE OCTOBER 16, 2018 ANIMAL SHELTER ADVISORY COMMITTEE MEETING.

APPROVED

COMMITTEE MEMBER DR. ROSEMARY LINDSEY MADE A MOTION, SECONDED BY COMMITTEE MEMBER BARRY BARBER, TO APPROVE THE MINUTES OF THE OCTOBER 16, 2018 ANIMAL SHELTER ADVISORY COMMITTEE MEETING.

MOTION TO APPROVE CARRIED 4-0.

C. GENERAL ITEMS

C.1 DISCUSS AND CONSIDER APPOINTMENT OF ANIMAL SHELTER ADVISORY COMMITTEE CHAIR.

COMMITTEE MEMBER FELICIA BRATCHER MADE A MOTION, SECONDED BY COMMITTEE MEMBER DR. ROSEMARY LINDSEY, TO NOMINATE COMMITTEE MEMBER SANDY SHELBY AS COMMITTEE CHAIR. BEING NO ADDITIONAL NOMINATIONS A VOTE WAS TAKEN.

MOTION TO APPROVE CARRIED 4-0. COMMITTEE MEMBER SANDY SHELBY IS APPOINTED AS COMMITTEE CHAIR.

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

Committee Member Felicia Bratcher briefly went over the quarterly intake and outtake reports for the 4th Quarter 2018 and 1st Quarter 2019.

Chair Sandy Shelby asked if the reports included live release rates. Committee Member Felicia Bratcher advised that this function was not included in the version of PetPoint that Animal Services has, but that she can manually figure the live release rate and add it to the reports in the future. She noted that the current live release rate is about eighty-two percent (82%).

Chair Sandy Shelby also questioned why the wildlife numbers that were taken in were different from the number released. Committee Member Felicia Bratcher explained that some of the wildlife were deceased upon intake, therefore making the numbers different.

2. Announce Vaccination Clinic date/time/location.

Committee Member Felicia announced that there will be a vaccination clinic on Sunday, May 12, 2019 from 1:00 – 3:00 pm at the Animal Shelter hosted by Texas Paw Care. She advised that they will be providing spay/neuter appointments, vaccines for cats and dogs, rabies vaccinations, and microchipping services.

Committee Member Dr. Rosemary Lindsey inquired as to where the spay/neuter services were performed. Committee Member Felicia Bratcher advised that Texas Paw Care has two locations; one in Hurst and the other is near Keller.

3. Report on Vaccination Clinic from January 27, 2019.

Committee Member Felicia reported that the event had forty-four (44) participants, which is double the number since 2018.

Chair Sandy Shelby asked how the vaccination clinics were promoted. Committee Member Felicia Bratcher advised that they are posted on Facebook by both Texas Paw Care and Lake Worth Animal Services and that a temporary sign is also placed at the Animal Shelter approximately two weeks prior to the event to advertise.

Chair Sandy Shelby also inquired if the clinics bring revenue to the shelter or if it just promotes healthy animals in the community. Committee Member Felicia Bratcher advised that it does promote healthy animals in the community and helps the citizen to stay current with city licenses and rabies vaccinations.

E.2 DIRECTOR OF BUILDING DEVELOPMENT SERVICES REPORTS:

1. Introduce new part-time Animal Control Officer.

Committee Member Barry Barber discussed that the bidding process on the animal shelter repairs was complete and we were about a month away from getting started. He also advised that he wasn't sure how long the repairs were going to take and that the shelter animals will be relocated to a neighboring city's shelter.

Chair Sandy Shelby asked if the animals will be permanently assigned to the other shelter or will we be working to get the animals adopted? Committee Member Barry Barber advised they will still be our animals and that details are still being worked out, but the main goal is to get as many animals as possible returned to their owners.

Committee Member Dr. Rosemary Lindsey asked how long the renovations were going to take and Chair Sandy Shelby asked if there was anything the committee could do to help?

Committee Member Barry Barber advised that it will probably take a couple of months to complete everything due to this job being combined with several other city jobs. He is not sure of any immediate help at this time.

Chair Sandy Shelby asked if the Animal Control trucks have air conditioning. Committee Member Barry Barber advised that they do not, but that the animals are not in the vehicle for more than thirty (30) minutes at a time due to the city only being two and a half (2 ½) square miles.

After the above discussion, Committee Member Barry Barber advised that a new part-time Animal Control Officer had been hired. Her name is Taylor and she is a college student majoring in biology who wants to be a veterinarian and came recommended from another agency.

F. ADJOURNMENT

Chair Sandy Shelby adjourned the meeting at 5:56 p.m.

APPROVED:

Sandy Shelby, Chair
Animal Shelter Advisory Committee

ATTEST:

Felicia Bratcher
Animal Control Officer

Lake Worth Animal Shelter Advisory Committee Meeting – July 16, 2019

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 Reports 2nd Quarter 2019. (see attached)
2. Report on Vaccination Clinic from May 2019.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Animal Shelter Quarterly Statistics Report(s)
1st Quarter 2019 Intake, 1st Quarter 2019 Outcome

RECOMMENDED MOTION OR ACTION:

No action is necessary, informational in nature.

Intake Detail Report

Print Date Monday, July 1, 2019

Intake StartDate	4/1/2019 12:00 AM	Jurisdiction	All
Intake EndDate	7/1/2019 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		

Animal#	Animal Name	Species	Breed	Age	Gender	Color	PreAltered	IntakeDate	Intake Type	PetID
ARN	Tag type	Size	Location / Sublocation	Altered	Danger	Danger Reason	S/N	By	Subtype	DOA
Owner/Guardian Surrender							Total Intakes: 11		Total Unique Animals: 11	
Return							Total Intakes: 1		Total Unique Animals: 1	
Service In							Total Intakes: 2		Total Unique Animals: 2	
Stray							Total Intakes: 99		Total Unique Animals: 92	
Wildlife In							Total Intakes: 42		Total Unique Animals: 42	

Total Count: 155

Outcome Summary Report

Print Date	Monday, July 1, 2019	Outcome StartDate	4/1/2019 12:00 AM	Outcome Type	All
		Outcome EndDate	7/1/2019 11:59 PM	Outcome SubType	All
		Species	All	Jurisdiction	All
		Age Group	All	TransferOut Reason	All
		Site	All	Outcome Status	Completed

Animal#	Name	Species	Primary Breed	Age	Sex	Alter	Outcome Type	Outcome SubType	Outcome By	Recorded By
ARN#	Secondary Breed	Danger	Danger Reason	Jurisdiction	TransferOut Reason	Outcome Date/Time				
Adoption				Total Outcomes: 26			Total Unique Animals: 25			
Died				Total Outcomes: 1			Total Unique Animals: 1			
DOA				Total Outcomes: 12			Total Unique Animals: 12			
Euthanasia				Total Outcomes: 27			Total Unique Animals: 27			
Return to Owner/Guardian				Total Outcomes: 33			Total Unique Animals: 27			
Service Out				Total Outcomes: 2			Total Unique Animals: 2			
Transfer Out				Total Outcomes: 15			Total Unique Animals: 15			
Wildlife Release				Total Outcomes: 35			Total Unique Animals: 35			
Total Count:							151			