



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
www.cityofdenton.com

## Meeting Agenda

### Animal Shelter Advisory Committee

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Wednesday, May 8, 2024

10:00 AM

Animal Services Training Room

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After determining that a quorum is present, the Animal Shelter Advisory Committee will convene in a meeting on Wednesday, May 8, 2024, at 10:00 a.m. in the Animal Services Training Room at the Linda McNatt Animal Care & Adoption Center, 3717 N. Elm Street, Denton, Texas at which the following items will be considered:

#### 1. PRESENTATIONS FROM MEMBERS OF THE PUBLIC

This section of the agenda permits a person to make comments regarding public business on items not listed on the agenda. This is limited to two (2) speakers per meeting with each speaker allowed a maximum of four (4) minutes. Such person(s) shall have filed a "blue card" requesting to speak during this period prior to the calling of the agenda item.

#### 2. ITEMS FOR CONSIDERATION

- A. [ASAC24-006](#) Consider approval of minutes for March 6, 2024.

Attachments: [Exhibit 1 - March 6, 2024 Minutes](#)

- B. [ASAC24-007](#) Receive a report and hold a discussion regarding Animal Services department, shelter, and field operations.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Presentation](#)

#### 3. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Animal Shelter Advisory Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting and under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

#### CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on May 3, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

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OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.

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OFFICE OF THE CITY SECRETARY



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## Legislation Text

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**File #: ASAC24-006, Version: 1**

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### **AGENDA CAPTION**

Consider approval of minutes for March 6, 2024.

**City of Denton Animal Shelter Advisory Committee**

**Minutes**

**March 6, 2024**

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After determining that a quorum of the City of Denton, Texas, Animal Shelter Advisory Committee was present, the Committee convened in a Regular Meeting on Wednesday, March 6, 2024, at 10:05 a.m. in the training room at Linda McNatt Animal Care and Adoption Center, 3717 N. Elm Street, Denton, Texas.

**Present:** Chair Kathleen Duffy, Members Monica Benavides, Jonathan Birden, and Charlie Hunter.

**Absent:** Members Emily McComas, and Diana Leggett

**1. PRESENTATIONS FROM MEMBERS OF THE PUBLIC**

- None

**2. ITEMS FOR CONSIDERATION**

A. ASAC24-002: Consider approval of the minutes of January 10, 2024

The item was presented, and discussion followed.

Following discussion, Member Birden moved to adopt the item as presented; Member Monica Benavides seconded. Motion carried.

AYES (4): Members Benavides, Birden, Hunter and Duffy

ABSENT (2): Members McComas and Leggett

NAYS (0): None

B. ASAC24-003: Receive a report and hold a discussion regarding Animal Services Department updates.

The item was presented, and discussion followed.

C. ASAC24-004: Receive a report and hold a discussion regarding Animal Services Shelter Operations.

The item was presented, and discussion followed.

D. ASAC24-005: Receive a report and hold a discussion regarding Animal Services Field Operations.

The item was presented, and discussion followed.

**3. CONCLUDING ITEMS**

- None

With no further business, the meeting was adjourned at 10:45 a.m.

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KATHLEEN DUFFY  
CHAIR  
CITY OF DENTON, TEXAS

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BELINDA HAWKINS  
ADMINISTRATION ASSISTANT  
CITY OF DENTON, TEXAS

MINUTES APPROVED ON: \_\_\_\_\_



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## Legislation Text

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**File #: ASAC24-007, Version: 1**

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### **AGENDA CAPTION**

Receive a report and hold a discussion regarding Animal Services department, shelter, and field operations.



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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Animal Services

**ACM:** Frank Dixon, Assistant City Manager

**DATE:** May 8, 2024

### **SUBJECT**

Receive a report and hold a discussion regarding Animal Services department, shelter, and field operations.

### **BACKGROUND**

The purpose of this agenda item is for the Animal Services Department staff to provide periodic updates to the Animal Shelter Advisory Committee regarding programs, metrics, shelter, and field operations.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Presentation

Respectfully submitted:  
Nikki Sassenus  
Director of Animal Services



# Denton Animal Services Department Updates

**May 8, 2024**





# Chapter 6 Updates

- Work Session presented to City Council on December 5, 2023
- Hosted three (3) public meetings to solicit public feedback on the proposed updates
  - January 11, 2024, at 6:00 p.m.
  - February 1, 2024, at 6:00 p.m.
  - Development Services Center (401 N. Elm Street)
  - February 13, 2024, at 6:00 p.m. \*Virtual
- 2nd Work Session with Council to share feedback occurred March 19, 2024.
- Seeking approval during the May 7, 2024, City Council meeting.
- New ordinance becomes effective 14 days after adoption



# Bond Project Update

- Architect and project management contract(s) approved by Council on 4/16/24
- Design kick-off meeting held on 4/24/24
- Anticipate first draft of conceptual drawings in 6 weeks
- Beginning CMAR solicitation
- Projected Timeline
  - Design 12 months
  - Construction 18 months

## Linda McNatt Animal Care & Adoption Center



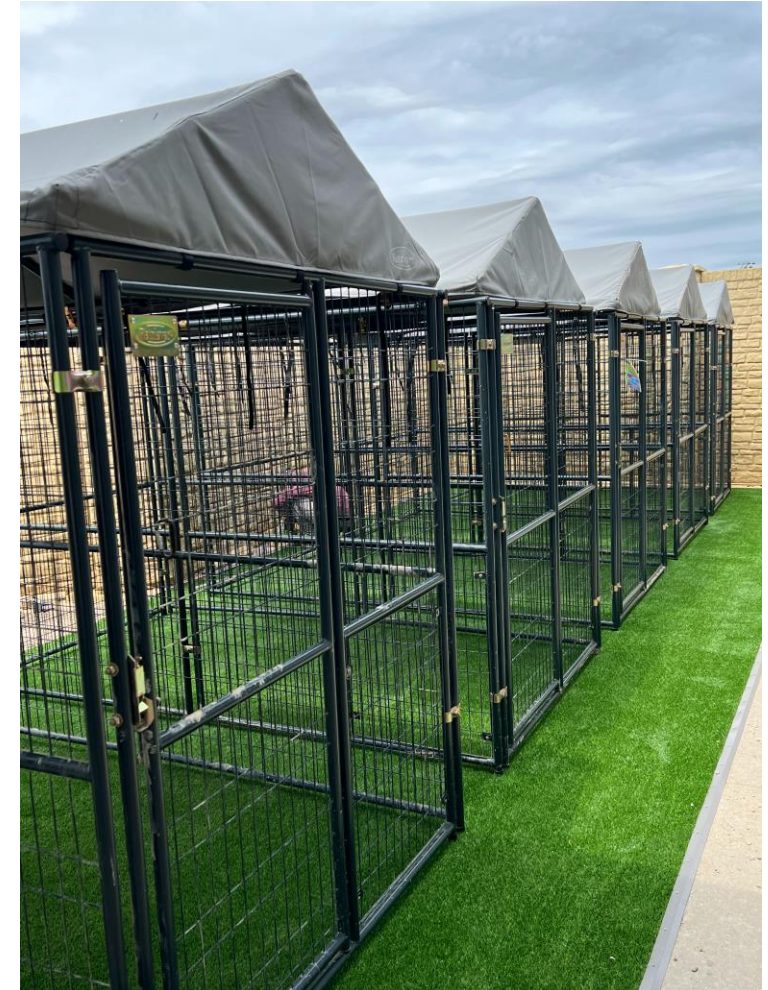
<p><b>PROJECT INFORMATION:</b></p> <p>Project Description</p> <ul style="list-style-type: none"> <li>• Expand shelter capacity</li> <li>• Replace heating &amp; air system</li> <li>• Relocate veterinary services</li> <li>• Relocate exercise yards</li> </ul> <p><b>Status:</b> Pre-Design  <b>Architect:</b> Quorum Architecture Inc  <b>Construction Manager:</b> TBD</p>	<p><b>BUDGET RECAP:</b></p> <p>FY 2023-24: \$15,850,000</p>	
<p><b>ACHIEVEMENTS:</b></p> <ul style="list-style-type: none"> <li>✓ Architect Approved</li> </ul>	<p><b>NEXT STEPS:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Design Kick-off</li> <li><input type="checkbox"/> Review Scopes of work with Stakeholders</li> <li><input type="checkbox"/> CMAR Solicitation</li> </ul>	<p><b>RISKS/ NEEDS:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Long lead items</li> <li><input type="checkbox"/> Budget / schedule impacts</li> </ul>



# Turf installation project

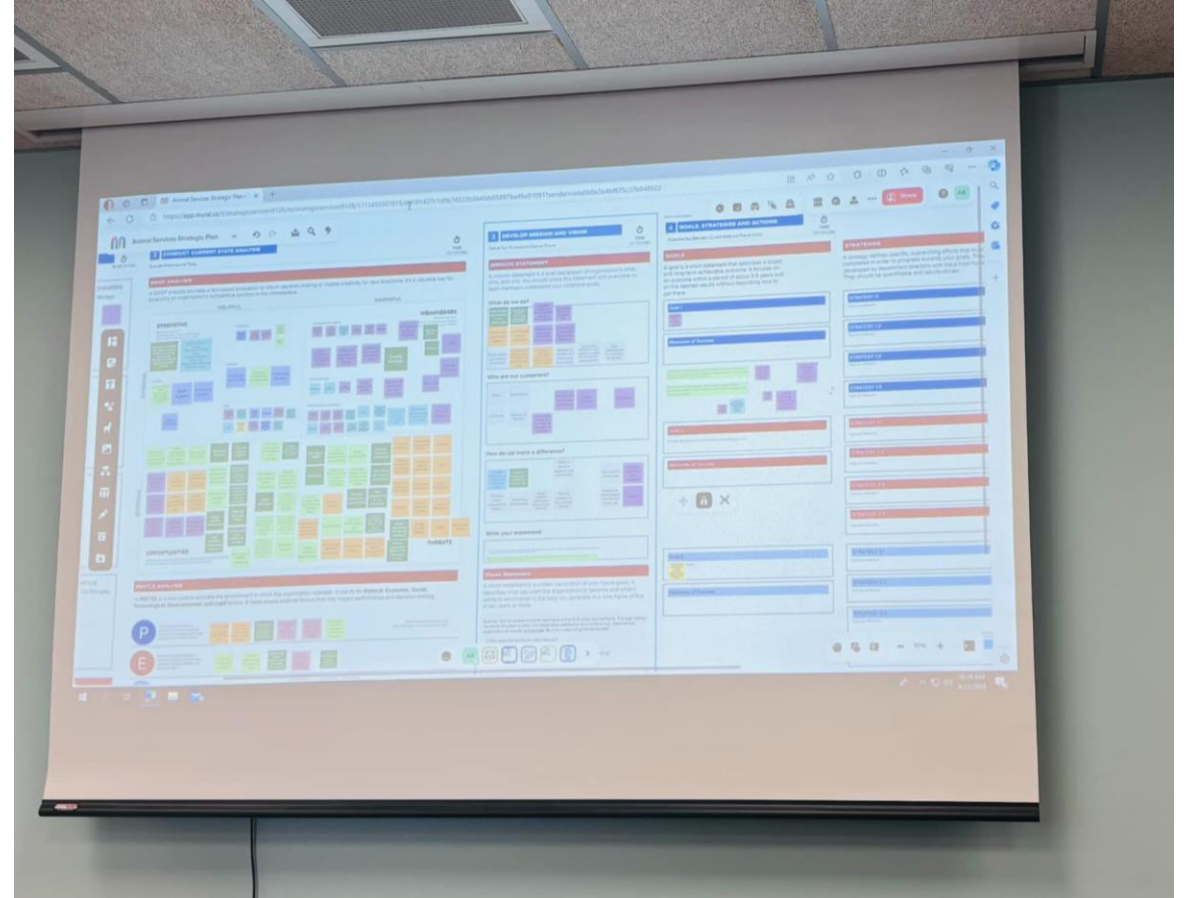
- \$1,000 DASF grant for enclosures October 2020
- \$3,500 in enclosures donation account
- Turf installation project cost \$4,140
- Turf installed on 5/1/2024

*Outdoor runs for dog isolation (sick dogs) area*



# Strategic Plan

- Two workshop days with leadership team
- Setting goals, initiatives, and action plans
- Guide Animal Services for next 5 years



# Animal Services Performance Scorecard

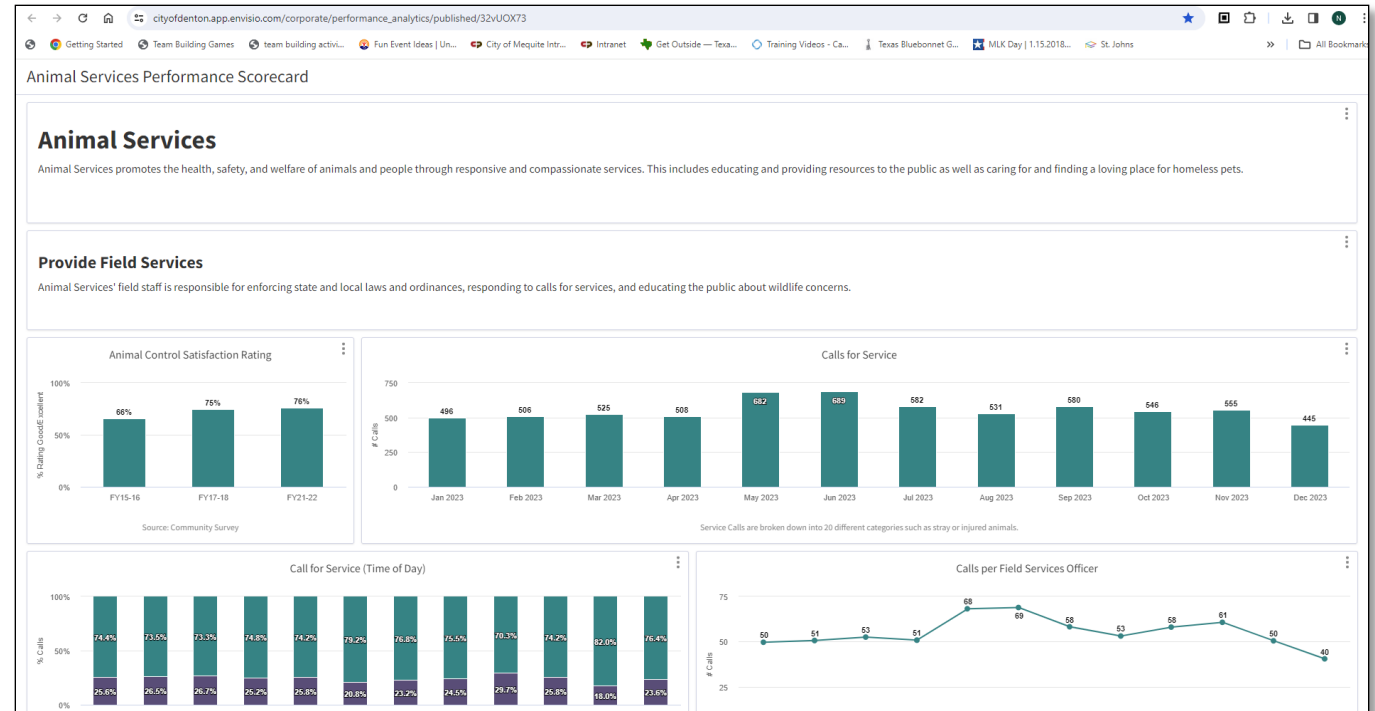
- Went live 4/19/24

- Data dashboard

- Field Services
- Intake
- Outcome
- Euthanasia
- Live Release Rate

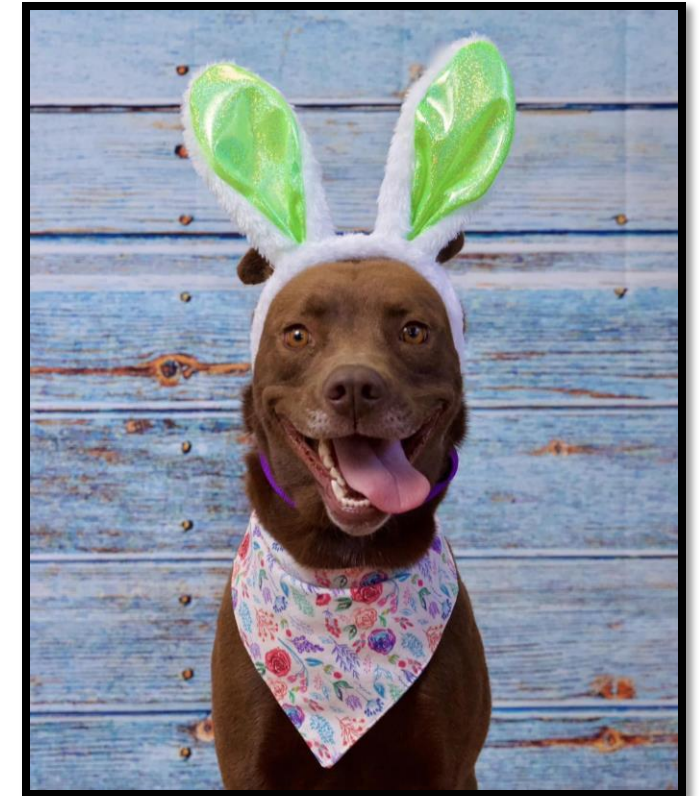
- Available for viewing at:

[https://cityofdenton.app.envisio.com/corporate/performance\\_analytics/published\\_static/hwZEF0tS](https://cityofdenton.app.envisio.com/corporate/performance_analytics/published_static/hwZEF0tS)



# Vet Clinic Spay/Neuter Stats

Species	FY '24 YTD Feb & Mar	FY '23 YTD Feb & Mar	FY '22 YTD Feb & Mar
Cat	150	146	123
Dog	196	155	146
Other	2	2	6
<b>TOTAL</b>	<b>348</b>	<b>303</b>	<b>275</b>



# County Intake Data (Feb - March)

	FY 23/24		FY 22/23		FY 21/22	
	Feb	March	Feb	March	Feb	March
County Intake	4	34	24	39	27	62
County Payment	\$120	\$1,480	\$695	\$1,190	\$690	\$1,545



# Volunteer Program

- A new volunteer handbook to serve as a resource for volunteers is nearly complete.
- Updated volunteer orientation PowerPoint presentation.
- In collaboration with Marketing & Communications, filming volunteer training videos.



## Denton Animal Services



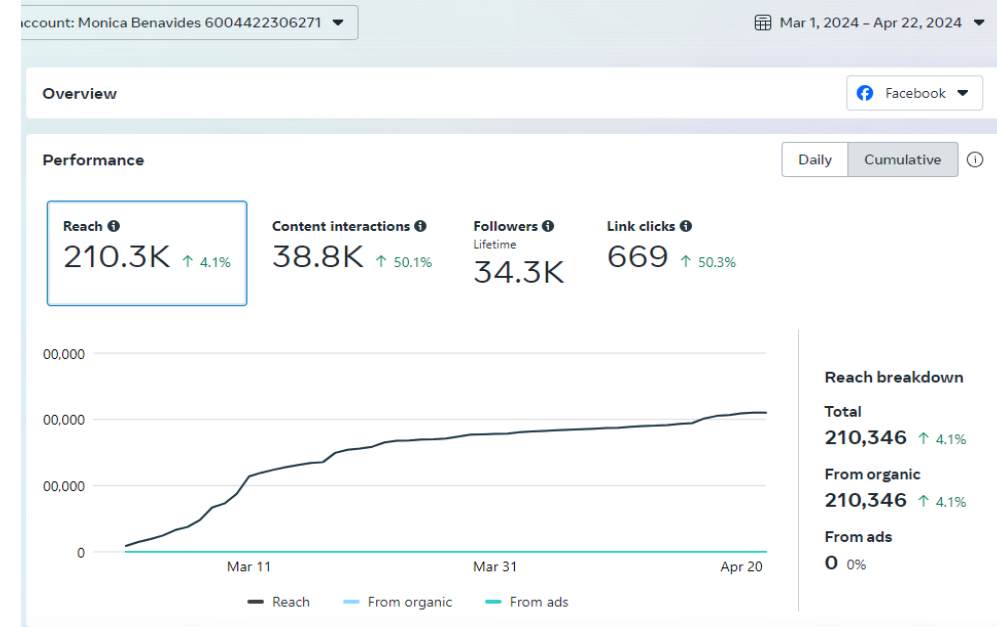
## Volunteer Program Handbook

April 2024



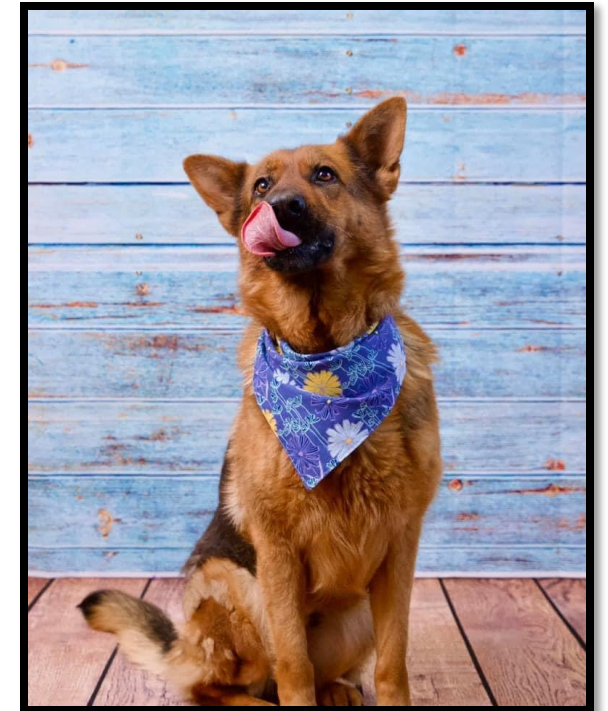
# Marketing & Outreach

- Increased social media presence
  - Volunteer spotlights
  - Adoption success stories
  - Adoptable animals
  - Animal Care & Control Appreciation Week
- Targeted Information
  - Looking Fur Love adoption special (subsidized by DASF)
  - Distemper
  - Dog park etiquette
- Hosted an outreach booth at the Great American Cleanup.
- Established a Donation Station in the shelter lobby. During the first four weeks, approximately 295 items were distributed.
- Began stocking little pantry on Elm Street with dog/cat food.



# Recent Events & Promotions

- Spring Fling Adoption Special- DASF
- Dogs over 30 pounds
- 52 dogs adopted



# Recent Events & Promotions

- Volunteer Appreciation Month- April
- ACO Appreciation Week
  - April 15-21
  - Council Proclamation



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# Questions

