



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda Packet

Animal Shelter Advisory Board

December 13, 2023

6:30 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENTS

This is an opportunity for citizens to address the Board on any matter. The Board is not permitted to discuss or take action on any presentations made to the Board. Presentations are limited to matters over which the Board has authority. Speakers have up to four (4) minutes or the time limit determined by the presiding officer. Each speaker must complete the Speaker's Form that includes the topic(s) to be presented. You may also email bhall@trophyclub.org

REGULAR SESSION

1. Consider approval of the September 20, 2023, Animal Shelter Advisory Board meeting minutes.
2. Discuss and consider recommendations to the Town Council to amend Appendix A, "Fee Schedule", Section A1.006 of the Town's Code of Ordinances relating to impound fees.
3. Discussion on Section 2.02.001 (f) of Chapter 2, "Animal Control" of the Town's Code of Ordinances relating to the surrendering of animals.
4. Annual Report from Animal Control Officer, Brian Hall on impounds and pet registrations.
Total Impounds: 19 (15 in 2022)
Total Reclaim by Owner: 14 (12 in 2022)
Total Adoptions: 1
Total Transfer to Rescue: 4
Total Pet Registrations: 50 (28 in 2022) (28 from PetFest 2023)
5. Discussion on the Town of Trophy Club Meet and Greet Open House event scheduled for January 17, 2023.

ADJOURN

The Board may convene into executive session to discuss posted items as allowed by the Texas Open Meeting Act, LGC.551.071.

Notice is hereby given that a quorum of the Town of Trophy Club Town Council may be in attendance at this meeting. The Town Council will not deliberate or take any action.

CERTIFICATION

I certify that the above notice was posted on the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on December 8, 2023, by 5:00 P.M. in accordance with Chapter 551, Texas Government Code.

Brian Hall, Animal Shelter Manager

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682-237-2900, 48 hours in advance and reasonable accommodations will be made to assist you.

**MINUTES FROM REGULAR SESSION
ANIMAL SHELTER BOARD
FOR THE TOWN OF TROPHY CLUB LOCATION: 1
TROPHY WOOD DRIVE, TROPHY CLUB, TEXAS
Wednesday September 20, 2023 at 6:30 P.M.**

The Animal Shelter Board for the Town of Trophy Club, Texas, met in a Regular Session on September 20, 2023. The meeting was held within the boundaries of the Town and was open to the public.

STATE OF TEXAS §
COUNTY OF DENTON AND TARRANT §

BOARD MEMBERS PRESENT:

Susan Edstrom: Chair/ Municipal Officer
Brian Hall: Animal Shelter Operations
Pam Swan: Resident
Deanna Polner: Absent
Chuck Hall: Resident
Dr. Brook Bemis: Absent

Guest in audience: Jeff Beach

CALL TO ORDER AND ANNOUNCE A QUORUM

Susan Edstrom called the meeting to order and announced a quorum at 6:30 pm.

CITIZEN PRESENTATIONS

Citizens are allowed four (4) minutes to address the Board regarding an item over which the Board has policy or oversight authority as provided by Texas law, the ethics order, or other policy order. Each speaker must complete the Speaker's Form that includes the topic to be presented.

There were no speakers.

Regular Session

1. Take Appropriate Action Regarding the March 1, 2023

Minutes. A motion was made by Brian to approve the minutes; A second was made by Pam; motion passed unanimously.

2. Review and accept state shelter inspection performed by Dr. Brooke Bemis on August 7th, 2023. (B.Hall) A motion was made by Chuck to approve the shelter inspection; A second motion was made by Pam; motion passed unanimously.

3. Review and discuss Town's current Impound Fee of \$10. (B. Hall) Board members discussed research provided by Deanna Polner. She was tasked with obtaining shelter impound fees from surrounding towns (Flower Mound and Keller). It was discovered both other towns have higher impound fees and also access boarding fees for strays claimed by owner after a 24-hour period. Board discussed the information and decided impound fees should start higher than \$10, plus fees would increase on 2nd and 3rd, etc. offenses from the same pet. The Flower Mound model was most desired by the board.

4. Receive a shelter update from ACO Hall on impounds and pet registrations for the year. (B. Hall) Officer Hall gave his detailed report. Also, the shelter update included information on the new washer/dryer that will be purchased for the facility.

5. Discuss upcoming Pet Fest 2023 on October 7th. (B.Hall) Officer Hall discussed the upcoming event.

ADJOURN

Meeting was adjourned at 6:59pm by Susan Edstrom

Brian_Hall
Board Member

Susan Edstrom
Chair

Town Code of Ordinances
Appendix A

A1.006 Animal Control

~~(a) — Impound fee: \$10/day.~~

~~(a) The owner of an impounded domestic animal not under quarantine will pay the following fees in order to redeem such animal; provided, however, the fees shall be waived for the first impoundment of an animal fostered by a residential foster owner upon presentation of documentation that the animal has been placed in the foster care of the foster owner by a humane society:~~

~~(1) First impoundment within one year\$25.00~~

~~Second impoundment within one year35.00~~

~~Third impoundment within one year45.00~~

~~Fourth impoundment within one year55.00~~

~~Each additional impoundment within one year of first impoundment65.00~~

~~(2) The term "year" as used in this subsection shall refer to any consecutive 12-month period.~~

~~(3) A boarding charge of \$8.00 per day will be added to the above amount before redemption of the animal.~~

~~(4) Any person claiming any animal that has not been vaccinated for rabies as required by the Texas Administrative Code, title 25, part 1, chapter 169 shall pay the appropriate impoundment fee, plus \$10.00 per day for boarding. Upon release of the animal, the owner has ten days to give the animal control officer written proof signed by a licensed veterinarian that the animal has been vaccinated for rabies. If the animal control officer has not received written proof of the vaccination for rabies, the owner is in violation of this section and subject to fines prescribed in this section.~~

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

§ 2.02.001 **Generally.**

(f) *Surrender of animals.*

- (1) The owner of a domestic animal may seek permission from the local rabies control authority to surrender the domestic animal to the animal shelter. The local rabies control authority shall have the discretion to accept or reject the surrender of the domestic animal based upon available space and resources at the animal shelter and based upon compliance with all requirements of this section.
- (2) An owner requesting to surrender a domestic animal to the local rabies control authority shall complete a surrender form and submit a surrender fee as required by the fee schedule in appendix A of this code, and, when applicable, shall also pay all costs of transportation, shelter and impoundment for that domestic animal.
- (3) If the owner surrendering the domestic animal can provide documentation that the surrendered animal has a current rabies vaccination and has been spayed or neutered, the surrender fee shall be one-half (1/2) of the surrender fee found in the schedule of fees of the town.
- (4) Upon completion of all required forms, payment of all applicable fees, including all fees resulting from the impoundment, transportation, and shelter of a domestic animal, when applicable, and acceptance of the domestic animal by the local rabies control authority, the animal shall be impounded and shall immediately become the sole property of the town. The impounded animal may be placed up for adoption or euthanized as determined by the local rabies control authority.
- (5) The local rabies control authority is under no obligation to notify the former owner of a surrendered domestic animal if it is determined that the animal must be euthanized.
- (6) As used in this section, the term “domestic animal” shall mean any of the various animals that have been tamed and made fit for a human environment and that are permitted to be maintained within the town by ordinance, regulation or policy, such as dogs, cats and ferrets.
- (7) For the purposes of this section, an owner shall include a person who is harboring an animal.

(Ordinance 1999-32, sec. 4, adopted 12/21/99; Ordinance 2002-18, sec. 5, adopted 5/6/02; Ordinance 2006-24, sec. II, adopted 7/24/06; Ordinance 2006-43, sec. II, adopted 11/6/06; 2006 Code, ch. 2, sec. 1.10; Ordinance 2008-43, sec. 2, adopted 12/15/08; Ordinance adopting Code; Ordinance 2018-12 adopted 6/12/18)