



CITY OF NORTH RICHLAND HILLS  
ANIMAL ADOPTION AND RESCUE CENTER ADVISORY COMMITTEE MINUTES  
7301 IRON HORSE BLVD  
NORTH RICHLAND HILLS, TX 76180  
WEDNESDAY, OCTOBER 16, 2019

**REGULAR COMMITTEE MEETING**

**1. CALL TO ORDER**

Director Stefanie Martinez called the meeting to order on Wednesday, October 16, 2019 at 09:11 a.m.

**ROLL CALL**

|                |  |   |
|----------------|--|---|
| Present:       | Dr. Russell Johnson, DVM<br>Suzy Compton<br>Stefanie Martinez<br>Jay Sabatucci | Veterinarian<br>Council Member<br>Director, Neighborhood Services<br>Executive Director, TACA |
| Absent:        | None   |   |
| Staff Members: | Keane Menefee  | Animal Services Manager   |

- 2. PUBLIC COMMENTS** - An opportunity for citizens to address the Animal Adoption and Rescue Center Advisory Committee on matters which are scheduled on this agenda for consideration by the Animal Adoption and Rescue Center Advisory Committee, but not scheduled as a public hearing. In order to address the Animal Adoption and Rescue Center Advisory Committee during public comments, a Public Meeting Appearance Card must be completed and presented to the secretary prior to the start of the Animal Adoption and Rescue Center Advisory Committee meeting.

No citizens present for public comments to the Animal Adoption and Rescue Center Advisory Committee.

**3. INTRODUCTION OF SPECIAL GUESTS & CITY STAFF**

No additional attendees requiring introductions.



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**4. Approval of the Minutes for the August 7, 2019 Animal Adoption & Rescue Center Advisory Committee Meeting**

Mr. Sabatucci moved to approve the minutes of the August 7, 2019 Animal Adoption & Rescue Center Advisory Committee meeting. Council Member Compton seconded the motion.

Motion to approve carried 4 - 0.

**5. REPORT OF ANIMAL SERVICES MANAGER**

**a) Fiscal Year 2019 end of year divisional statistics**

Animal Services Manager Menefee discussed FY19 end of year statistics with the committee. Menefee stated that AARC had positive results in almost all areas of operations, especially in the areas of reduction of impounds, reduced euthanasia and increased live release rate. Menefee reviewed with the committee the AARC's statistical tracking data sheet identifying key categories of importance.

**b) Clear the Shelter adoption event results**

Menefee reviewed with the committee the results from this year's Clear the Shelter event, held on August 17, 2019. Menefee stated that AARC adopted 55 pets; 20 dogs and 35 cats, and the shelter ended the event with 13 animals remaining. The 3-week promotional campaign resulted in 138 total animals adopted with only four pets returned.

**c) Doggie Beach Bash fundraising event results**

Menefee reviewed with the committee the results from this year's Doggie Beach Bash event. Menefee stated that this year was a huge success, seeing a record number of human attendees, dogs, and funds raised for the event.

| <b>Doggie Beach Bash</b> | <b>2019</b> | <b>**2018</b> | <b>2017</b> | <b>2016</b> |
|--------------------------|-------------|---------------|-------------|-------------|
| Tickets Sold             | 1,548       | 656           | 1,107       | 996         |
| Humans in Attendance     | 1,554       | 521           | 1,095       | 968         |
| Dogs in Attendance       | 783         | 652           | 648         | 732         |



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|                         |                 |                |                 |                |
|-------------------------|-----------------|----------------|-----------------|----------------|
| <b>Total Attendance</b> | <b>2,337</b>    | <b>1,173</b>   | <b>1,743</b>    | <b>1,700</b>   |
| <b>Total Profit</b>     | <b>\$18,071</b> | <b>\$9,447</b> | <b>\$14,239</b> | <b>Unknown</b> |

d) Current staffing vacancies

Menefee advised the committee that AARC currently has a vacant part-time kennel technician position and a full-time animal services technician position. He stated applications are currently being accepted for these positions and that interviews would begin in the upcoming weeks.

e) Fiscal Year 2020 approved budget overview

Manager Menefee advised the committee that AARC had an approved FY20 budget of \$818,581. He stated that this was almost identical to FY19's budget. Items of note were reductions in the overtime, cleaning services, and drugs/lab accounts.

## 6. UPDATE OF VETERINARIAN SERVICES FOR SHELTER PETS

Manager Menefee updated the committee on the progress of the veterinarian services program. Menefee advised the committee that Dr. Stanley Brandon replaced Dr. Karen Barger and that he would hopefully become the permanent contract veterinarian at AARC.

Menefee reviewed with the committee the FY19 veterinarian services statistics. He stated that 938 animals received veterinarian care during FY19, with 294 dogs and 421 cats surgically sterilized, 810 animals were rabies vaccinated, 847 animals were microchipped, 281 dogs were heartworm tested, and 129 animals received treatment for illness/injury.

## 7. UPDATE ON ELIMINATING WILDLIFE TRAPPING PROGRAM

Manager Menefee updated the committee that he was working on a document for Director Stefanie Martinez to review; based on the Advisory Committee's recommendation to stop providing and servicing wildlife traps. Animal Services would refer citizens with wildlife issues to private wildlife removal specialists.



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Menefee stated he hoped to have the document at the next advisory committee meeting for their review.

**8. UPDATE ON FERAL CATS AND TRAP-NEUTER-RELEASE PROGRAMS**

Manager Menefee provided an update based on the feral cat and TNR discussion at the August 7, 2019 Advisory Committee meeting. Menefee stated that he is working with Arlington Animal Services to obtain information and recommendations on their TNR program and would present his findings at the next advisory committee meeting.

**9. ADJOURNMENT**

Director Martinez called the meeting to adjourn

Meeting adjourned at 10:16 a.m.

ATTEST:

A handwritten signature in black ink, appearing to read "Keane Menefee", is written over a horizontal line. The signature is stylized with a large, sweeping "K" and "M".

Keane Menefee, Animal Services Manager