



NOTICE OF A MEETING
Animal Shelter Advisory Committee
Tuesday, May 7th @ 11:00 am
Brenham Animal Shelter
1804 Longwood Drive
Brenham, Texas

- 1. Call Meeting to Order**
- 2. Citizen and Visitor Comments**
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the April 23, 2024 Regular Meeting**
- 4. Discussion Related to the Purpose and Scope of Brenham Animal Services and Shelter Statistics as of April 30, 2024**
- 5. Discussion and Presentation on the Current Fiscal Year 2023-24 Animal Services Budget**
- 6. Discuss and Possibly Act Upon Meeting Dates for 2024**
- 7. Staff Updates**
 - **Administration**
 - **Animal Services**

Adjourn

CERTIFICATION

I certify that a copy of the agenda of items to be considered by the Animal Shelter Advisory Board on Tuesday, May 7, 2024 was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Friday, May 3, 2024 at 11:00 AM.

Robin Hutchens
Deputy City Secretary

Executive Sessions: The Animal Shelter Advisory Committee may convene in Executive Session to discuss matters authorized by the Texas Government Code, Chapter 551, including but not limited to: §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiations. The City Attorney must be present for all Executive Session discussions.

Disability Access Statement: This meeting is wheelchair accessible. Accessible parking spaces are located in the parking lot. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested seventy-two (72) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that this notice and agenda of items to be considered by the Animal Shelter Advisory Committee was removed by me from the City Hall bulletin board on _____ at _____.

Signature

MINUTES

BRENHAM ANIMAL SERVICES ADVISORY BOARD

April 23, 2024

A regular meeting of the City of Brenham's Animal Services Advisory Board was held on Tuesday, April 23, 2024, beginning at 12:15 p.m. at the Brenham Animal Services Center Conference Room, 1804 Longwood Drive, Brenham, Texas.

Board Members Present:

Megan Gray, Jeana Bellinger, Sharon Guelker, Lori Sladek, Erin Christian, Carol Doersom

Board Members Absent:

Dr. Kristine Rockey

City of Brenham Staff Present:

Morgan Koehn

Citizens/Others Present:

None

1. Call Meeting to Order

2. Citizen and Visitor Comments

None were heard.

3. Introduction of Board Members and City of Brenham Staff Along with Tour of Animal Shelter Facility

Each attendee introduced themselves to the group.

4. Discussion Related to the Purpose and Scope of the Animal Shelter Advisory Board and the City of Brenham Advisory Board Policy Adopted by the Brenham City Council

City Secretary/Director of Administrative Services Jeana Bellinger presented this item. Bellinger spoke regarding the purpose of the Animal Services Advisory Board and how the members are advocates for Brenham Animal Services. The policies were passed out and a brief overview was given.

5. Discuss and Possibly Act Upon the Election of a Chairperson and Vice Chairperson for 2024

A motion was made by Sharon Guelker and seconded by Carol Doersom to elect Megan Gray as Chairperson for a term of one year, to expire on December 31, 2025.

City Secretary/Director of Administrative Services Jeana Bellinger called for a vote. The motion passed with the Board voting as follows:

Chairman Megan Gray	Yes
Vice Chair Sharon Guelker	Yes
Board Member Jeana Bellinger	Yes
Board Member Dr. Kristine Rockey	Absent
Board Member Carol Doersom	Yes
Board Member Erin Christian	Yes
Board Member Lori Sladek	Yes

A motion was made by Jeana Bellinger and seconded by Megan Gray to elect Sharon Guelker as Vice Chair for a term of one year, to expire on December 31, 2025.

Chairman Megan Gray called for a vote. The motion passed with the Board voting as follows:

Chairman Megan Gray	Yes
Vice Chair Sharon Guelker	Yes
Board Member Jeana Bellinger	Yes
Board Member Dr. Kristine Rockey	Absent
Board Member Carol Doersom	Yes
Board Member Erin Christian	Yes
Board Member Lori Sladek	Yes

6. Discussion and Presentation on Chapter 5, Animals and Fowl, of the City of Brenham’s Code of Ordinances and the City of Brenham’s Fee Schedule for Animal-Related Services

City Secretary/Director of Administrative Services Jeana Bellinger presented this item. Bellinger gave an overview of the city ordinances and stated that provisions and updates to the ordinances will be included in the business of a future meeting.

7. Discussion and Presentation on the Current Fiscal Year 2023-24 Animal Services Budget

Fee schedules were briefly discussed. Changes to the fee schedule will be on the agenda for the next meeting.

8. Discuss and Possibly Act Upon Meeting Dates for 2024

Since a member was absent the discussion on future meeting dates was postponed.

9. Staff Updates

➤ **Administration**

A meeting to discuss business will be held on Tuesday May 7, 2024 at 11:00am.

➤ **Animal Services**

Megan Gray led a tour of the facility.

The meeting was adjourned at 1:30pm.

Megan Gray
Chairman

ATTEST:

Morgan Koehn
Staff Liaison

ANIMAL SERVICES STATISTICS
10/1/2023 thru 4/30/2024

SERVICE CALLS/CASES													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	
	58	54	45	53	54	54	43	0	0	0	0	0	361

Note: Most all calls/cases require multiple follow-up visits (i.e. barking dog complaint, multi-animal checks, fence checks, etc..)

ANIMAL INTAKES													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	
Dog Intakes	49	42	44	52	51	45	35	0	0	0	0	0	
Cat Intakes	27	20	15	11	21	20	28	0	0	0	0	0	

TOTAL INTAKES	76	62	59	63	72	65	63	0	0	0	0	0	460
City Intakes	41	34	23	39	55	37	41						
Percentage	53.9%	54.8%	39.0%	61.9%	76.4%	56.9%	65.1%						
County Intakes	35	25	34	17	15	23	22						
Percentage	46.1%	40.3%	57.6%	27.0%	20.8%	35.4%	34.9%						
Other Counties	0	3	2	7	2	5	0						
Percentage	0.0%	4.8%	3.4%	11.1%	2.8%	7.7%	0%						
Overall Outside City	46.1%	45.2%	61.0%	38.1%	23.6%	43.1%	34.9%						

Average Outside City Limits	41.7%
------------------------------------	--------------

INTAKE BREAKDOWN													
Stray @ Shelter	47	25	19	38	21	32	29	0	0	0	0	0	
Stray @ Field	8	16	12	13	17	12	12	0	0	0	0	0	
Agency Assist	2	1	7	0	2	2	1	0	0	0	0	0	
Landlord Surrenders	3	0	0	0	3	0	0	0	0	0	0	0	
Owner Surrenders	14	6	16	7	23	13	21	0	0	0	0	0	
Adoption/Foster Return	2	6	5	5	6	6	0	0	0	0	0	0	
Born In Shelter	0	8	0	0	0	0	0	0	0	0	0	0	
TOTAL INTAKES	76	62	59	63	72	65	63	0	0	0	0	0	

TOTAL POPULATION	116	104	70	78	85	82	82						
-------------------------	------------	------------	-----------	-----------	-----------	-----------	-----------	--	--	--	--	--	--

Microchips	5	7	0	5	3	18	12						50
-------------------	----------	----------	----------	----------	----------	-----------	-----------	--	--	--	--	--	-----------

ADOPTIONS/TRANSFERS/RECLAIMS													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	
Dogs Adopted	29	21	29	29	26	16	25	0	0	0	0	0	
Cats Adopted	29	30	25	12	11	22	14	0	0	0	0	0	
Misc. Adoptions	0	0	0	0	0	1	0	0	0	0	0	0	
Fostered	0	3	1	3	4	8	5	0	0	0	0	0	
Transported Out	0	6	17	0	5	10	11	0	0	0	0	0	
Returned to Owner	9	7	14	11	10	8	9	0	0	0	0	0	
TOTAL OUT	67	67	86	55	56	65	64	0	0	0	0	0	460

EUTHANASIA													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	
Sick	1	2	1	0	2	0	0	0	0	0	0	0	
Injured	0	0	0	0	0	0	0	0	0	0	0	0	
Behavior	4	7	4	4	5	4	0	0	0	0	0	0	
TOTAL EUTH	5	9	5	4	7	4	0	0	0	0	0	0	34

Save Rate	92.6%
------------------	--------------

NOTES

Stray @ Shelter: City and County citizens drop off at shelter; claim the animal was a stray.

Owner Surrenders:

- * Owner died; family cannot take care of animal*
- * Rising costs to care for animals (shelter provides free food and supplies)*
- * Animal doesn't get along with other pets or children in the home*

Adoption/Foster Returns: Animal doesn't get along with other pets or children in the home

Transported Out: Sent to another shelter in other state/city

Behavior: Animal has attacked another animal or human; shows excessive aggression towards staff