

City of Saginaw
Minutes of a Regular Meeting of the City of Saginaw
Animal Shelter Advisory Committee
Held at Saginaw Public Works Conference Room
205 Brenda Lane, Saginaw, Texas
October 22, 2024

Present at the meeting:

Dr. Karen Metzler, DVM	Place 1	Licensed Veterinarian
Spencer Meara	Place 2	
Joe Stout	Place 3	Chair & Welfare Org Member
Jose Wheeland	Place 4	Animal Services Manager
Breanna Farley	Place 5	Involved in Shelter Operations
John Peet	Place 6	
Judy Deller	Place 7	
Megan Le	Alternate 1	
Julie Jacobson	Alternate 2	

Visitors at the meeting:

Lee Howell, Assistant City Manager

(A) Call to Order

Joe Stout, Committee Chair, called the meeting to order at 6:07 p.m. with a quorum present.

(B) Approval of Minutes

Jose Wheeland made a motion to approve Minutes of the Committee's July 23, 2024 Regular Meeting. Breanna Farley seconded the motion and the minutes were unanimously approved.

(C) New Secretary

Megan Le volunteered to serve as Animal Services Advisory Committee Secretary, following a discussion by the members present. Jose Wheeland made a motion to nominate Megan to serve as Secretary of the Committee beginning in 2025, and Judy Deller seconded the motion. The motion was unanimously approved.

(D) Budget Overview

Jose Wheeland presented an overview of the Saginaw Animal Services budget for FY 2025, explaining that the new budget includes increases across the board for such items as uniforms; data processing, which includes new ShelterPro software; hiring of an eighth staff member, which is planned to be a Shelter Tech; and various other increases. The shelter manager indicated he is very satisfied with the budget the City Council approved.

(E) Kitty Committee Update

Jose Wheeland reported that the Kitty Committee met on October 15 and discussed its process to handle nuisance complaints, which is a key function of the committee, which was established as part of the Trap-Neuter-Vaccinate-Return (TNVR) program in Saginaw. They also discussed a Colony Caregiver application form and agreed to meet again on January 21, 2025. Jose said no complaints have been received since the TNVR program was initiated.

(F) Consider Updates to Chapter 6, Animals, Ordinance

Joe Stout mentioned that Committee members had been individually emailed a copy of the Chapter 6 Ordinance with proposed changes and additions highlighted for efficiency. Joe had noted several questions during his review of the changes and asked Jose Wheeland to address each one, which Jose did. Judy Deller also had some questions, and other Committee members asked additional questions during the discussion. Dr. Metzler made inputs based on her knowledge and experience in regard to some of the items discussed. The members requested several small changes to wording and Jose Wheeland took note of needed revisions. After the discussion, Judy Deller made a motion to approve the Chapter 6 amendments with the changes that had been recommended, and Spencer Meara seconded the motion. The Committee unanimously approved the motion.

(G) Set 2025 Meeting Dates

The Committee recommended the dates of January 28, April 22, July 22 and October 28 for Regular Meetings in 2025, with each being a Tuesday with the meetings to begin at 6:00 p.m. Spencer Meara made a motion for approval, and Megan Le seconded the motion. The motion was unanimously approved.

Joe Stout adjourned the meeting at 7:10 p.m.