



Animal Shelter Advisory Committee
4/17/2025

Notice is hereby given of a regular meeting of the Animal Shelter Advisory Committee of the City of San Angelo to be held on April 17, 2025 at 12:00 PM at City Hall – East Mezzanine at 72 W. College Avenue, San Angelo, Texas, for the purpose of considering the following agenda items.

1. Call to Order

2. Public Comment

Members of the public may raise issues or concerns not listed on the Regular Agenda during this time. To participate, please sign in before the meeting begins. Speakers will be called in the order they signed in. When speaking, citizens must address all comments to the dais, begin by stating their name and address or Single Member District number, and limit their remarks to three minutes or less.

3. Consent Agenda

- a. Consider approving the March 27, 2025 Animal Shelter Advisory Committee regular meeting minutes (Morgan Chegwidden)

4. Regular Agenda

- a. Discussion and possible action regarding monthly shelter performance for March 2025 (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden)
- b. Discussion and possible action regarding the animal shelter facility improvement project (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden and Construction Manager Al Torres)
- c. Discussion and possible action regarding enforcement of spay/neuter ordinances (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden)
- d. Discussion and possible action regarding public education and community outreach (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden)

5. Follow Up and Administrative Issues

6. Adjournment

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of the City of San Angelo, Texas, on the 14th day of April 2025, at 11:52 a.m.

A handwritten signature in blue ink, appearing to be "M Morgan", is written over the certification text.

Morgan Chegwidden, Assistant Director
Neighborhood & Family Services

All agenda items are subject to action. The Animal Shelter Advisory Committee reserves the right to consider business out of posted order.

In compliance with the Americans with Disabilities Act, the City of San Angelo will provide for reasonable accommodations for persons attending board or commission meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the Assistant Director Neighborhood & Family Services at 325-657-4225, or the ADA Coordinator at 325-657-4407 for request, or by completing a request form online at cosatx.us/ada.

Staff Report



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: April 17, 2025

Item type: Consent Item

Caption:

Consider approving the March 27, 2025 Animal Shelter Advisory Committee regular meeting minutes (Morgan Chegwidden)

Summary/History:

Attached are the draft minutes for the committee's consideration.

Financial Impact:

N/A

Other Information/Recommendation:

Staff recommends approval.

Attachments:

- | | | |
|----|----------------|--------------------|
| 1. | 250327 Minutes | 250327 Minutes.pdf |
|----|----------------|--------------------|

Presentation:

None

Approvals/Reviews:

Morgan Chegwidden
Kathleen Dabbert

Created/Initiated
Final Approval



**City of San Angelo, Texas
Animal Shelter Advisory Committee Minutes
March 27, 2025**

Present:

Dr. Karen Frembgen, Mayoral
Chrysanthemum Cohen, SMD1
Jen Murphy, SMD2
Judge Penny Roberts, SMD3
Rodger Horton, SMD4
Jaton Giese, SMD5
Morgan Chegwidden, SMD6

1. Call to Order/Roll Call to Establish Quorum

With a quorum of the committee members present, Chairperson Rodger Horton called the regular meeting Animal Shelter Advisory Committee to order at 12:00 p.m. on March 27, 2025 at City Hall East Mezzanine, 72 West College Avenue San Angelo, Texas, for the purpose of considering the following agenda items.

2. Public Comment

No public comment was made.

3. Consent Agenda

- a. Consider approving the January 16, 2025 Animal Shelter Advisory Committee regular meeting minutes.

MOTION: Committee member Roberts made a motion, seconded by Committee member Giese, to approve the Consent Agenda with the exception of items b. and c. The motion carried unanimously seven (7) ayes to zero (0) nays.

- b. Consideration of monthly shelter performance for January 2025.

A presentation was made by Interim Director Morgan Chegwidden. No action was taken on this item.

- c. Consideration of monthly shelter performance for February 2025.

A presentation was made by Interim Director Morgan Chegwidden.

MOTION: Committee member Roberts made a motion, seconded by Committee member Cohen, to place monthly shelter performance on the regular agenda for future meetings. The motion carried unanimously seven (7) ayes to zero (0) nays.

4. Regular Agenda

- a. Discussion and possible action of Animal Services dog intake policies.

A presentation was made by Interim Director Morgan Chegwidden. Committee member Roberts requested a review of the ordinance definition of owner.

- b. Consideration and discussion of barriers to citizens accessing animal services program.

A presentation was made by Interim Director Morgan Chegwidden. A subcommittee was created by consensus. Committee members Chegwidden, Cohen, and Giese agreed to serve.

- c. Discussion and possible action on state and local requirements for rabies control.

A presentation was made by Interim Director Morgan Chegwidden. No action was taken on this item.

1:09 Committee member Cohen left. The Committee maintained a quorum.

1:33 Committee members Frembgen and Roberts left. The Committee maintained a quorum.

5. Follow Up and Administrative Issues

MOTION: Committee member Horton made a motion, seconded by Committee member Murphy, to hold the next meeting April 17, 2025. The motion carried unanimously five (5) ayes to zero (0) nays.

Committee members requested future agenda items for facility construction progress, Concho Valley PAWS reporting, nuisance animal ordinance review, enforcement of spay/neuter, and education on local regulations.

6. Adjournment

MOTION: Committee member Giese made a motion, seconded by Committee member Murphy, to adjourn. The motion carried unanimously four (4) ayes to zero (0) nays. The meeting was adjourned at 1:55 p.m.

Staff Report



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: April 17, 2025

Item type: Consent Item

Caption:

Discussion and possible action regarding monthly shelter performance for March 2025 (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden)

Summary/History:

220 new animals arrived at the shelter during March. 114 were adopted/transferred, 30 were redeemed by their owner, 9 wildlife were released, 51 were deceased and 234 were in custody at month end.

Animal Services' live release rate was 75.00%.

Financial Impact:

N/A

Other Information/Recommendation:

No action necessary at this time.

Attachments:

Presentation:

Yes

Approvals/Reviews:

Morgan Chegwidden
Kathleen Dabbert

Created/Initiated
Final Approval

Staff Report



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: April 17, 2025

Item type: Regular Item

Caption:

Discussion and possible action regarding the animal shelter facility improvement project (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden and Construction Manager Al Torres)

Summary/History:

The animal shelter facility improvement project includes a major renovation to the existing facility and the make-ready of a temporary shelter to occupy for eight to twelve months during construction.

For the major renovation, a significant delay was the engineering for the additional electric load. First, the electric availability wasn't accurately recorded at the beginning of the project. With recent development and construction in the area, sufficient electric load was no longer available for the significant improvements to HVAC. The engineering task order was finalized April 8, 2025 and a purchase order should be issued soon. Then, the engineering firm can resume work to finalize design plans. Once complete, the general contractor can provide their proposal.

The major renovation includes new HVAC, roof replacement, gutting and reconstructing general kennels including major plumbing overhaul, and improvements to the garage, processing room, and tame cat kennels.

For the temporary shelter, initial construction proposals were well over budget. We met with a co-op vendor April 1, 2025 and we're hopeful their proposal is within allocated funds. The temporary shelter will be at 1525 S. Concho Park Drive, which is the old fire training center off of Paint Rock Road.

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Morgan Chegwidden

Created/Initiated

Kathleen Dabbert

Final Approval

Staff Report



Requestor: Morgan Chegwidden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: April 17, 2025

Item type: Regular Item

Caption:

Discussion and possible action regarding enforcement of spay/neuter ordinances (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden)

Summary/History:

Animal Services was directed to enforce any failure to spay/neuter above any other violation on the first interaction with an owner.

For example, an owner is cited for failure to spay/neuter and given warnings for dog at large, failure to rabies vaccinate, and failure to microchip when redeeming their pet from stray pick-up or bite quarantine. However, the owner receives citations for all eligible violations if we've had previous interactions with that household.

The citation is simply a promise to appear before the municipal court and enter a plea of guilty, not guilty, or no contest.

- Guilty - the owner may enter a plea of guilty and pay the fine.
- No contest - the owner may enter a plea of no contest and pay the fine.
- Not guilty - the owner may enter a plea of not guilty and request a trial. At trial, the Animal Services Officer presents evidence. The judge or jury may find the owner guilty or not guilty and assess fines and fees.

Once the court proceeding concludes for a specific citation, the Animal Services Officer may inspect and cite again if the animal is still unaltered.

Alternately, the owner may ask for dismissal and provide proof of compliance, eligible exemption, or indigency.

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Morgan Chegwidden
Kathleen Dabbert

Created/Initiated
Final Approval

Staff Report



Requestor: Morgan Chegwiddden, Assistant Director of Neighborhood Services, Neighborhood and Family Services, 325-657-4224

Meeting Date: April 17, 2025

Item type: Regular Item

Caption:

Discussion and possible action regarding public education and community outreach (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwiddden)

Summary/History:

The Animal Services division aims to build rapport and connect with San Angeloans to create a culture of positive and supportive progress.

Some say people are the problem to San Angelo's pet problems, but we believe people are the solution. Working collaboratively with pet owners, supporters, and beyond is the solution to the nuanced and complex issues this community is facing.

The City relies on the contracted rescue partner Concho Valley PAWS to market pets, host events, recruit volunteers, and other similar educational topics.

The City prioritizes education and outreach around legal requirements, particularly spay/neuter, rabies vaccine, and microchip identification. We also share information on wildlife concerns, community cat issues, kitten resources, and intake procedures. This information has been shared through means such as:

- Social media.
- Traditional media.
- Presentations to local special interest groups (Lion's Club, schools, etc.).
- Weekly open houses.
- Weekly videos.
- Attending community events, such as homeless navigation day.
- Hosting events.

The communications calendar includes topics such as:

- Bite prevention.
- Animal care and control appreciation.
- Kitten season.
- Capacity and animals at risk of euthanasia.
- Local requirements (spay/neuter, microchip, rabies vaccine, secure enclosure).

- Recent cases or incidents.

We've recently reached out to Angelo State University's Communications Department to recruit volunteers and provide a service project for their curriculum. We're optimistic this will generate content and reach even more people.

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Morgan Chegvidden
Kathleen Dabbert

Created/Initiated
Final Approval