



**Animal Shelter Advisory Committee
5/15/2025**

Notice is hereby given of a regular meeting of the Animal Shelter Advisory Committee of the City of San Angelo to be held on May 15, 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 April 17, 2025 Animal Shelter Advisory Committee regular meeting minutes (Morgan Chegwidden).
- b. Consider accepting non-negative rabies specimens for 2025 to date (Morgan Chegwidden).

4. Regular Agenda

- a. Discussion and consideration of monthly shelter performance for April 2025 (Presentation by Shelter Supervisor Halie Guillen).
- b. Discussion and consideration of citations issued by Animal Services Officers (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden).
- c. Discussion and consideration of veterinary services agreement (Presentation by Interim Assistant Director of Neighborhood & Family Services Angela Bloss).
- d. Discussion and consideration of amendments to the ordinance defining owner (Presentation made by Neighborhood & Family Services Interim Director 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 12th day of May 2025, at 11:52 a.m.

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: May 15, 2025

Item type: Consent Item

Caption:

Consider approving the April 17, 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:

Presentation:

None

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: May 15, 2025

Item type: Consent Item

Caption:

Consider accepting non-negative rabies specimens for 2025 to date (Morgan Chegwidden).

Summary/History:

This agenda item serves to update you on the non-negative rabies specimens that we collected last year. Two specimens tested positive or inconclusive since our last report.

Specimen 4371 - positive

Bat

April 23, 2025

Volney St. & E. 17th St.

Possible human exposure.

Referred victim to medical provider for guidance.

Specimen 4374 - positive

Bat

May 1, 2025

2700 Southwest Blvd.

Possible human exposure.

Referred victim to medical provider for guidance.

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

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: May 15, 2025

Item type: Consent Item

Caption:

Discussion and consideration of monthly shelter performance for April 2025 (Presentation by Shelter Supervisor Halie Guillen).

Summary/History:

256 new animals arrived at the shelter during April. 131 were adopted/transferred, 30 were redeemed by their owner, 15 wildlife were released, 81 were deceased and 234 were in custody at month end.

Animal Services' live release rate was 68.48%.

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: May 15, 2025

Item type: Regular Item

Caption:

Discussion and consideration of citations issued by Animal Services Officers (Presentation by Interim Director of Neighborhood & Family Services Morgan Chegwidden).

Summary/History:

Municipal Court reports 30 citations for animal violations issued in April 2025.

- 4 paid in full.
- 8 made payment plan arrangements.
- 18 are still pending.

Pending generally means the pet owner has not yet reported to court. Individuals who are cited must appear before the court within fourteen or risk an additional fine and/or warrant for their arrest.

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

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: May 15, 2025

Item type: Regular Item

Caption:

Discussion and consideration of veterinary services agreement (Presentation by Interim Assistant Director of Neighborhood & Family Services Angela Bloss).

Summary/History:

The City of San Angelo engages in a professional services agreement for veterinary services to:

- Provide veterinary license permissions allowing the shelter to purchase necessary vaccines, medications, and related supplies;
- Conduct monthly shelter inspections to insure compliance with all state and federally mandated requirements related to operation of the shelter.
- Assist the City in proceedings before regulatory agencies or courts that relate to the contracted veterinarian's services rendered under this agreement.

The scope of services defines the contracted veterinarian must be a Doctor of Veterinary Medicine DVM licensed by the Texas State Board of Veterinary Medical Examiners.

The City is currently contracting with Dr. Victor Schulze of North Bentwood Veterinary Hospital, but he has recently given notice to terminate the agreement. The City will publish a Request for Proposal to engage a different veterinarian for these services.

Financial Impact:

Other Information/Recommendation:

Attachments:

Presentation:

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: May 15, 2025

Item type: Regular Item

Caption:

Discussion and consideration of amendments to the ordinance defining owner (Presentation made by Neighborhood & Family Services Interim Director Morgan Chegwidden).

Summary/History:

Local ordinance 3.01.001 defines a number of animal-related terms, including what constitutes a pet owner. In San Angelo, an owner is defined as "any person, firm, corporation, company or association who has, harbors, keeps or causes or permits to be harbored or kept, or has in his care or who permits a dog, or cat or other animal to remain on or about his premises for a period of three days or more."

The ordinance clarifies that "a person, firm, corporation, company or association shall not be deemed the owner or custodian of an animal when the animal is free-roaming native wildlife or a free-roaming community cat."

The definition's timeline of three days proves to be problematic for finders of stray pets. Staff recommends increasing the length of care from three days to ten days. Proposed language is:

Any person, firm, corporation, company or association who has, harbors, keeps or causes or permits to be harbored or kept, or has in his care or who permits a dog, or cat or other animal to remain on or about his premises for a period of ten days or more. A person, firm, corporation, company or association shall not be deemed the owner or custodian of an animal when the animal is free-roaming native wildlife or a free-roaming community cat.

Financial Impact:

Decreased owner surrender fee income, quantity unknown.

Other Information/Recommendation:

Staff recommends approval.

Attachments:

- | | |
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| 1. San Angelo, TX Code of Ordinances 3.01.001 Definitions | San Angelo, TX Code of Ordinances 3.01.001 Definitions.pdf |
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Presentation:

Approvals/Reviews:

Morgan Chegwidden
Kathleen Dabbert

Created/Initiated
Final Approval

Sec. 3.01.001 - Definitions

As used in this chapter, the following words shall have the meanings ascribed to them unless the context otherwise indicates:

Altered animal. An animal rendered unable to procreate by vasectomy, tubal ligation, spay or neutering.

Animal. Any living vertebrate creature.

Animal breeder. An owner of an unaltered dog or cat that sells, trades, or gives away the offspring of the unaltered dog or cat.

Cat. All members of the feline family of either sex, including one spayed or neutered.

Dog. All members of the canine family of either sex, including one spayed or neutered, except that a dog used for law enforcement by a governmental entity is an instrumentality of the law enforcement officer and is subject only to the rabies provisions of this chapter or as mandated by state law.

Ear tipping. The surgical removal of one-third of the end of a cat's left ear under general anesthesia. This procedure is performed by, or under the direct supervision of, a licensed veterinarian typically during the sterilization process. Ear tipping is a widely accepted means of identifying if a free-roaming community cat is already sterilized, as it prevents that cat the stress of another unnecessary surgery. It is preferable that female cats are ear tipped on the left ear and male cats have their right ear tipped.

Free-roaming community cat. A cat that is abandoned, stray, lost or feral and cared for by a free-roaming community cat caregiver pursuant to this chapter.

Free-roaming community cat caregiver. A person who, in accordance with the trap-neuter-return-maintain program defined in this chapter:

- (1) Provides care, including food, water, and shelter where possible, makes provisions for appropriate vaccinations, and medical care to a free-roaming community cat; or
- (2) Has temporary custody over a free-roaming community cat.

A free-roaming community cat caregiver shall not be considered the owner or keeper of a free-roaming community cat.

Free-roaming community cat colony. Any number of cats that congregate, more or less, together as a group and are managed by a free-roaming community cat caregiver. While not every cat in a colony may be feral or stray, any cat that congregates with free-roaming community cats is deemed part of a free-roaming community cat colony.

Harbors or harboring. The act of keeping or caring for an animal.

Microchip. A small device placed under the skin between an animal's shoulder blades containing the owner's information and a number.

Multi-pet owner. A person who keeps or harbors more than seven dogs, other than puppies under four months of age.

Nuisance. For purposes of [article 3.10](#), conduct by domesticated or free-roaming community cats that cause property damage or that disturb the peace. Stray, free-roaming or free-roaming community cats may create a nuisance by:

- (1) Habitually or continually howling, crying, or screaming; or
- (2) Habitually and significantly destroying, desecrating or soiling property against the wishes of the owner of the property; or
- (3) Causing significant damage to natural resources.

Owner. Any person, firm, corporation, company or association who has, harbors, keeps or causes or permits to be harbored or kept, or has in his care or who permits a dog, or cat or other animal to remain on or about his premises for a period of three days or more. A person, firm, corporation, company or association shall not be deemed the owner or custodian of an animal when the animal is free-roaming native wildlife or a free-roaming community cat.

Potbellied pig. The common name of animals otherwise scientifically known as *Sus scrofa domestica*.

Prohibited animal. An animal including but not limited to the following:

- (1) Any animal protected or endangered according to state or federal laws.
- (2) *Class Reptilia*: All venomous snakes, venomous lizards and other venomous animals within the Class Reptilia and animals in the Order Crocodylia.
- (3) *Class Mammalia*: Order Carnivora, Family Felidae (ocelots, panthers, bobcats, margay, tigers, jaguars, leopards and cougars), except commonly accepted domesticated cats; the Family Canidae (wolves, dingoes, coyotes, foxes and jackals), except domesticated dogs; Family Hyaenidae (hyenas); Family Mustelidae, (weasels, skunks, martins, mink and badgers), except ferrets; Family Procyonidae (raccoon); Family Ursidae (bears); Order Marsupialia (kangaroos and common opossums); Order Edentata (anteaters) except armadillos; Order Proboscidea (elephants); Order Primates (monkeys, chimpanzees and gorillas); Order Rodentia (porcupines); Order Ungulata (antelope, deer, bison and camels); and Order Artiodactyla, Family Suidae (wild boars) and Family Tayassuidae (javelina).

Qualified rescue organization. An organization that is tax-exempt under [section 501\(c\)\(3\)](#) of the Internal Revenue Code and is organized and operated exclusively for the purpose of the prevention of cruelty to animals.

Spayed or neutered. Surgically sterilized sexually

Temporary. Only the time necessary to carry out the authorized activity.

Trap-neuter-return-maintain. The process of humanely trapping, sterilizing, vaccinating for rabies, ear tipping, returning free-roaming community cats to their original location, and maintain the free-roaming community cat colony.

Unaltered animal. An animal that has not been rendered unable to procreate [by] spay or neutering. (1996 Code, art. 3.100; Ordinance adopted 3-17-09, § 1; Ordinance adopted 2-17-15; Ordinance adopted 10-6-15)