

**SPECIAL CALL MEETING**  
**WILLIAMSON COUNTY REGIONAL ANIMAL SHELTER BOARD**  
**Friday, October 14, 2022 at 1:30 PM**

**MEETING LOCATION:**

Williamson County Regional Animal Shelter, 1855 SE Inner Loop, Georgetown

**BOARD MEMBERS**

Williamson County Commissioner, Valerie Covey  
Leander, Asst Police Chief Billy Fletcher  
Round Rock, Finance Manager Erica Solis  
Cedar Park, Lt. Bobby Vernengo  
Hutto, Professional Standards Sergeant, Josh Bellenir

1. **Call to Order**
  - a. Meeting called to order 1:30 PM.
2. **Roll Call Board**
  - a. Members present: Commissioner Covey, Billy Fletcher, Erica Solis, Josh Bellenir, Deputy City Mgr Katherine Caffrey sitting in for Bobby Vernengo
  - b. Board members absent: none
  - c. Visitors: April Haughey, Shelter Director, city of Georgetown, Jackson Daly, Asst Public Works Director, city of Georgetown, Julie Kiley, Wilco Auditor's Office, Hal Hawes, General Counsel Williamson County, Katherine Caffrey, Deputy City Mgr Cedar Park, Greg Minton, Chief of Police city of Leander, Commander Darlene Lewis, city of Cedar Park
3. **Citizen Communications**- none
4. **Board Opening Comments** - none
5. **New jurisdiction presentation and discussion**
  - a. Slides were presented by Jackson Daly outlining the why and how of direction of discussion regarding city of Georgetown shelter proposing to join the regional Wilco shelter.
  - b. Summary was given regarding what Georgetown shelter does and viewing a site map of what the buildings layout looks like. Also reviewed number of personnel, annual budget, special revenue fund and FOGAS organization, and shelter intakes and achievements.
  - c. Several possible concerns brought up by city of Georgetown included: impact on long-term capacity for WCRAS facility, FOGAS and COG volunteers, COG assets, COG ACO issues (chemical capture, BQ capacity, after hour and bat euthanasia).
  - d. What should be next steps to continue discussions? Possibilities: continue to use staffing to discuss possible partnership, work group continue to meet and discuss potential agreement, ILA, MOU, budget amendment edits/review by all current member jurisdictions.

## 6. Jurisdiction discussion/update

- a. Katherine Caffrey posed the question of what would happen if the Georgetown bond for funding this merger/expansion does not pass? Also, should city managers from participating entities or their financial representatives be present in the work group meetings? Comm Covey concurred that would be a good idea to include financial representation and also brought up that there needs to be a 5-0 board vote eventually for inclusion. Jackson replied that the bond(s) would need to be reintroduced if not passed.
- b. Regarding the concerns over WCRAS capacity in its current configuration a few options were discussed. Filling in the current "H" building (which would mean replacing the roof as well) would add some additional capacity but not solve capacity issues long term. Ideas regarding adding spay/neuter/clinic space were discussed with aim of lowering intakes by decreasing local pet populations. Also discussed was construction of a new building between the "T" building parking lot and Inner Loop as there is some unused space there. Third option discussed was building a separate satellite building.
- c. Discussed issues of comparing intake data that is collected differently between the 2 shelters. Intake numbers were presented by COG included animals returned in the field. Some concern was expressed that intake appeared to be as high as some current participating entities that have higher population than COG but lower apparent intake. April noted that she does have the numbers excluding pets returned in field, but they are tracked manually just not captured by their current software system. Comm Covey requested intake numbers be compiled that reflect an accurate picture of how many animals may actually be coming in. Several board members expressed concern over the lack of data to extrapolate potential cost impact on each partner.
- d. Katherine requested to examine impact additionally on the operations and maintenance aspect of this possible merger. Misty presented a spreadsheet with current WCRAS budget and what adding in COG would look like by first running it as a satellite shelter. Spreadsheet includes personnel needs, budget tab, and jurisdiction percentages. Also, example using 21-22 intakes and costs with just WCRAS and then also what it would have looked like including COG.
- e. Comm Covey brought up the fact that the current existing partners are paying down the cost of the original WCRAS buildings to Wilco which funded the original construction (the subsequent expansion was paid off up front by participating entities). A suggestion was made of the possibility that COG could pay a partial amortized depreciated cost of the original construction amount for joining the shelter. Josh Bellenir and Katherine Caffrey agree that it will be a good idea for COG to pay a percentage of a percentage of the original shelter cost buy down.

## 7. Executive Session

- a. An executive session was not called and not needed for this meeting.

## 8. Discuss/take action on new jurisdictions

- a. Comm. Covey proposed forming a subcommittee which would formulate how to move forward with capital use as well as operationally. Options for short, medium

and long term plans should be included. Finance staff should be included in the meetings. Josh Bellenir, Billy Fletcher, and Erica Solis volunteer to be on this subcommittee. Misty will send out subcommittee invitation.

- b. Billy Fletcher requested that Misty get together with city manager and other staff to explain specific data included on the budget spreadsheet presented in today's meeting.
- c. Josh Bellenir made motion to move forward with discussions for the WCRAS and COG shelter merger. Billy Fletcher seconded. None opposed. Motion passed.

9. **Adjourn 3:18PM**

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

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Commissioner Valerie Covey, Chairperson

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Linda Gunter, Secretary