



Thursday, December 11, 2025
Animal Shelter Advisory Committee Meeting

Council Chambers
3815 Sachse Road, Building B
6:30 PM

Animal Shelter Advisory Committee meetings are available live and on-demand
(<https://sachsetx.swagit.com/live>).

A. Regular Meeting

1. Call to Order: The Animal Shelter Advisory Committee of the City of Sachse will hold a regular meeting on Thursday, December 11, 2025, at 6:30 PM to consider the following items of business:
2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

B. Public Comment

The public is invited to address the Board regarding any topic not already on the agenda for action or public hearing. **Comments regarding any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the acting secretary prior to the meeting. According to the Texas Open Meetings Act, the Board is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

C. Action Items

Action items are for Board discussion and consideration for action. **The presiding officer will invite comments before the Board votes.** A Public Comment Card should be given to the acting secretary prior to the start of the meeting.

1. Consider approving the August 28, 2025, meeting minutes.

D. Discussion Items

These items are for the Board and staff to discuss as needed. **Comments on Discussion Items should be addressed in the Public Comment Section of this meeting.**

1. Receive an update of the Animal Shelter activities.
2. Review and discuss matters related to the health and safety code for the Animal Shelter.

E. Adjournment

I, the undersigned authority, do hereby certify that this notice of a public meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall, on December 5, 2025, by 12 PM.

Leah K Granger, TRMC, City Secretary

Date removed

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Logan Thatcher, ADA Coordinator, via phone at 972-495-1212, via email at lthatcher@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

C. Action Items

Subject: 1. Consider approving the August 28, 2025, meeting minutes.

Meeting December 11, 2025 - Animal Shelter Advisory Committee Meeting

Access Public

Type Action, Minutes

Fiscal Impact None

Recommended Action Approve the minutes as presented.

Goals

BACKGROUND

Minutes from the August 28, 2025, Council regular meeting.

POLICY CONSIDERATIONS

State law and Sachse's Charter require minutes to be recorded for public meetings.

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. AnimalShelterAdvisoryCommittee_Regular_Minutes_08.28.2025-Unsigned

**ANIMAL SHELTER ADVISORY COMMITTEE OF THE CITY OF SACHSE
AUGUST 28, 2025, MEETING MINUTES**

The Animal Shelter Advisory Committee of the City of Sachse held a regular meeting on Thursday, August 28, 2025, at 6:30 PM at Sachse City Hall, 3815-B Sachse Road. Those present were: Councilmember Matt Prestenberg, Steve Pirkey, Rachel Grogan, Animal Services Manager Hugo Espinoza.

Those absent were: Board Member Debbie Stout.

A. Regular Meeting

1. Call to Order: The Animal Shelter Advisory Committee of the City of Sachse will hold a regular meeting on Thursday, August 28, 2025, at 6:30 PM to consider the following items of business:

Councilmember Matt Prestenberg called the meeting to order at 6:30 PM.

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Ms. Grogan offered the invocation and Mr. Whitworth led the pledges.

B. Public Comment

The public is invited to address the Board regarding any topic not already on the agenda for action or public hearing. **Comments regarding any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the acting secretary prior to the meeting. According to the Texas Open Meetings Act, the Board is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

No public comments were offered.

C. Action Items

Action items are for Board discussion and consideration for action. **The presiding officer will invite comments before the Board votes.** A Public Comment Card should be given to the acting secretary prior to the start of the meeting.

1. Consider approving the March 27, 2025, meeting minutes.

Mr. Pirkey made a motion to approve the minutes as presented. Mr. Espinoza seconded the motion, and it carried 4 - 0. None voted against.

D. Discussion Items

These items are for the Board and staff to discuss as needed. **Comments on Discussion Items should be addressed in the Public Comment Section of this meeting.**

1. Receive an update on the Animal Shelter activities.

Director of Leisure Services Lance Whitworth introduced new staff members Hugo Espinoza and Alayna Gutierrez. He updated the board with changes to hours of operation and the volunteer program. Mr. Whitworth and Mr. Espinoza briefed the board on some of the key updates to the Animal Control Ordinance.

2. Review and discuss matters related to the health and safety code for the Animal Shelter.

Mr. Whitworth informed the board of the implementation of sterilization of pets before release. The board was updated on new cleaning procedures and the implementation. Mr. Espinoza expanded on the cleaning solution being used, the new vaccination procedures, and presented updated shelter stats. The shelter is currently compliant with all applicable regulations.

E. Adjournment

Councilmember Prestenberg adjourned the meeting at 7:04 PM.

Matt Prestenberg
Councilmember/Chairperson

ATTEST:

Hugo Espinoza
Animal Services Manager