



**AGENDA
ANIMAL CONTROL ADVISORY BOARD
COUNCIL CHAMBERS
SEPTEMBER 15, 2026
6:30 PM**

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

The Joshua Animal Control Advisory Board will hold a Special Meeting in the Council Chambers in Joshua City Hall, located at 101 S. Main, Joshua, Texas. This meeting is opened to the public and subject to the Open Meeting Laws of the State of Texas.

B. REGULAR AGENDA

- [1.](#) Discuss, consider, and possible action on the May 19, 2026, meeting minutes.
- [2.](#) Discussion on the Animal Shelter Activity Report.
- [3.](#) Discussion on the future planning of the Joshua Animal Shelter.

C. FUTURE AGENDA ITEMS/REQUESTS BY BOARD MEMBERS TO BE PLACED ON THE NEXT AGENDA

Board members shall not make routine inquiries about operations or project status on an item that is not posted. However, any board member may state an issue and request that this issue be placed on a future agenda.

D. ADJOURNMENT

Pursuant to Section 551.127, Texas Government Code, one or more Board Members may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting.

In compliance with the Americans with Disabilities Act, the City of Joshua will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 817/556-0603.

CERTIFICATE:

I hereby certify that the above agenda was posted on September 1, 2026, by 5:00 pm on the official bulletin board at Joshua City Hall, 101 S. Main Street, Joshua, Texas.

Alice Holloway, City Secretary



MINUTES
ANIMAL CONTROL ADVISORY BOARD
COUNCIL CHAMBERS
MAY 19, 2026
6:30 PM

The Joshua Animal Control Advisory Board will hold a Regular Meeting in the Council Chambers in Joshua City Hall, located at 101 S. Main, Joshua, Texas. This meeting is opened to the public and subject to the Open Meeting Laws of the State of Texas.

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Member Kidd announced a quorum and called the meeting to order at 630 pm.

B. REGULAR AGENDA

1. Discuss, consider, and possible action on the September 16, 2025, meeting minutes.

Motion made by Alt 2 Rayburn to approve the minutes. Seconded by Seat 3 Weldon.
 Voting Yea: Seat 2 Kidd, Seat 3 Weldon, Alt 1 Carson, Alt 2 Rayburn

2. Discuss, consider, and possible action regarding a request for a Part-Time Kennel Technician position.

Animal Control Manager Miller reviewed the justification document included in the meeting packet. He explained that opening the Animal Shelter on Saturdays would allow the department to provide better service to the community.

Member Kidd asked how many volunteers currently assist the department. Manager Miller stated that the department has volunteers and an established volunteer program; however, the program has not yet been endorsed by Human Resources.

Member Weldon asked about the average number of volunteer and foster hours. Manager Miller reported approximately 1,295 volunteer and foster hours.

Member Weldon asked whether the department incurs overtime. Manager Miller stated that overtime is budgeted for special events and that some overtime is also incurred for after-hours services.

Motion made by Alt 2 Rayburn to recommend a part-time position. Seconded by Seat 3 Weldon.
 Voting Yea: Seat 2 Kidd, Seat 3 Weldon, Alt 1 Carson, Alt 2 Rayburn

3. Discuss, consider, and possible action regarding the adoption of a Community Cat Policy.

Animal Control Manager Miller stated that there are several areas within the city experiencing issues with feral cats. He explained that the proposed cat policy would include a Trap-Neuter-Return (TNR) program and would provide the department with additional tools to better assist the community. Manager Miller requested the Board's endorsement of the policy.

Member Kidd asked whether the policy had been reviewed by legal counsel.

Motion made by Seat 2 Kidd to approve the policy pending legal review. Seconded by Alt 1 Carson.

Voting Yea: Seat 2 Kidd, Seat 3 Weldon, Alt 1 Carson, Alt 2 Rayburn

Item 1.

4. Discuss, consider, and possible action regarding updates to the Animal Control Fee Schedule.

Motion made by Seat 2 Kidd to approve pending legal counsel. Seconded by Alt 1 Carson.

Voting Yea: Seat 2 Kidd, Seat 3 Weldon, Alt 1 Carson, Alt 2 Rayburn

5. Discussion regarding the Animal Shelter year-to-date activity report.

Animal Control Manager Tommy Miller presented the staff report. He reported that the shelter had a total intake of 82 animals so far in May, including 66 kittens.

Manager Miller also provided an update on shelter visitors, service calls, and reports, and compared the activity to the previous year.

C. FUTURE AGENDA ITEMS/REQUESTS BY BOARD MEMBERS TO BE PLACED ON THE NEXT AGENDA

Board members shall not make routine inquiries about operations or project status on an item that is not posted. However, any board member may state an issue and request that this issue be placed on a future agenda.

NA

D. ADJOURNMENT

Member Kidd adjourned the meeting at 7:52 pm.

Approved: September 15, 2026

Mike Kidd, Chair

ATTEST:

Alice Holloway, City Secretary

Animal Services Monthly Snapshot

Month	Visitors	Phone calls	Volunteer Hours	Community Service	Total Animal Intake	Dog	Cat	Other	Total Animal Outcome	Adoption	Return to Owner	Transfer/Relocate	Died in Care/DOA	Euthanized	Patrol Hours	Calls for Service/Case	Trap Service	Notices/Warnings	Citations	Community Outreach	Education/Training
October	163	541	128	368	66	33	32	1	63	21	9	11	2	18	47	27	3	17	1	2	
November	128	456	105	319	56	37	15	3	75	31	5	22	3	14	35	31	4	17		1	15
December	182	568	148	430	47	33	12	2	54	19	7	3		25	32	70	4	13	3	1	
January	109	430	80	295	40	29	11		53	16	7	19		11	36	40		12	7	1	
February	197	547	65	593	41	28	11	1	41	14	2	1	1	8	26	50	4	22	2	3	1
March	153	631	90	501	65	25	29	11	59	25	13	8	1	12	52	65	2	7	3	2	
April	175	686	200	512	100	45	49	6	59	32	10	0	1	13	37	56	9	8		2	24
May	229	808	200	352	154	65	72	17	132	51	22	3	5	45	41	58	12	17	1	16	2
June	115	871	200	383	106	34	64	8	140	35	10	10	2	83	36	60	10	12	2	1	1
July	108	906	192	697	109	50	51	8	117	35	6	7	4	64	64	53	8	9	6		10
August	125	515	180	481	82	26	49	4	98	48	5	7	1	33	68	56	24	6	2		8
September																					
YTD	1684	6959	1588	4931	866	405	395	61	891	327	96	91	20	326	474	566	80	140	27	29	61
24/25 total	2393	5517	1295	4375	765	304	435	24	774	278	69	81	22	299	441	490	145	101	11	6	56
Annual % vs 24/25	70.37%	126.14%	122.63%	112.71%	113.20%	133.22%	90.80%	254.17%	115.12%	117.63%	139.13%	112.35%	90.91%	109.03%	107.48%	115.51%	55.17%	138.61%	245.45%	483.33%	108.93%

Revenue	Total Revenue	Adoptions	Discounts/Incentives	Surrenders	Microchips	Reclaim Fees	Quarantine Fees	Rabies Vouchers	Vaccinations	Impound Fees	Donations/Other	Permit Applications	Permit Fees	Sterilization and/or Vouchers	Trap Deposit	Trap Service/ pickup	Refunds
October	\$ 5,317	\$ 300		\$ 165	\$ 355	\$ 200			\$ 300		\$ 3,412			\$ 580			\$ 50
November	\$ 3,452	\$ 525		\$ 170	\$ 360	\$ 125			\$ 440		\$ 647			\$ 1,185			
December	\$ 3,222	\$ 40		\$ 150	\$ 250	\$ 275	\$ 100		\$ 180		\$ 1,632			\$ 595			
January	\$ 2,535	\$ 240		\$ 210	\$ 210	\$ 200	\$ 25		\$ 280		\$ 345			\$ 1,025			
February	\$ 4,275	\$ 260		\$ 100	\$ 195	\$ 125	\$ 100		\$ 220		\$ 2,345			\$ 935	\$ 50		\$ 100
March	\$ 5,478	\$ 500		\$ 220	\$ 500	\$ 355	\$ 120	\$ 40	\$ 455		\$ 1,403			\$ 1,785	\$ (50)		
April	\$ 7,047	\$ 550	\$ 40	\$ 145	\$ 500	\$ 475		\$ 95	\$ 520		\$ 2,297			\$ 2,465			
May	\$ 6,516	\$ 40	\$ 590	\$ 395	\$ 630	\$ 600	\$ 180	\$ 170	\$ 750		\$ 336			\$ 3,105	\$ 100	\$ 40	
June	\$ 4,541	\$ 140	\$ 1,275	\$ 200	\$ 378	\$ 325	\$ 450	\$ 143	\$ 545		\$ 601			\$ 1,809	\$ (50)		
July	\$ 3,210	\$ 200	\$ 1,945	\$ 245	\$ 120	\$ 30	\$ 135	\$ 115	\$ 280		\$ 575			\$ 1,510			
August	\$ 1,753	\$ -	\$ 4,250	\$ 385	\$ 15	\$ 175	\$ 475	\$ -	\$ -		\$ 703			\$ -			
September																	
YTD	\$ 47,346	\$ 2,795	\$ -	\$ 2,385	\$ 3,513	\$ 2,885	\$ 1,585	\$ 563	\$ 3,970	\$ -	\$ 14,296	\$ -	\$ -	\$ 14,994	\$ 50	\$ 40	\$ 150
24/25 total	\$ 53,545	\$ 3,530	\$ -	\$ 2,170	\$ 3,100	\$ 1,980	\$ 935	\$ 40	\$ 3,425	\$ -	\$ 35,150	\$ -	\$ -	\$ 2,345	\$ 250	\$ 120	\$ 70
Annual % vs 24/25	88.42%	79.18%	0.00%	109.91%	113.32%	145.71%	169.52%	1407.50%	115.91%		40.67%			639.40%	20.00%	33.33%	214.29%

JAS Shelter

Current and Projected Needs

Population Growth

The City of Joshua is experiencing rapid growth, with an estimated population of 9,300–9,700 in early 2026 and an annual growth rate of 2.6–3.2%. Proximity to the Chisholm Trail Parkway and ongoing suburban development are key drivers. Projections indicate the population will exceed 18,000 by 2030.

Current Shelter

The existing facility is approximately 2,800 sq. ft. dedicated to Animal Services operations, including staff workspaces, animal housing, food preparation, laundry, and bite quarantine.

The shelter is outdated and lacks essential functionality, such as:

- Formal pet assessment and public intake areas
- Employee breakroom
- Isolation spaces for sick or injured animals
- Focused work areas for officers

Animal Services managed 771 stray or surrendered pets 24-25 fiscal year—8.2% of the city’s population. With a 4-year average of 595 pets serviced with an average length of stay of 25 days. Daily occupancy averages 40 animals, occasionally exceeding 60.

Recommended housing capacity based on industry standards:

Category	Average housed	Standard X1.25	2030 Projection	Current Shelter
Dog Kennels	16	20	25	16
Cat Housing	33	41	48	36

Projected Needs

Planning for projected growth to 18,000 residents by 2030 requires expanded capacity and improved functionality.

Projected Requirements:

Inside Facility - General Population

- 36 Dog Kennels (to accommodate either small or large dogs)
- 52 Cat Housing

Quarantine

- 4 Dog Kennels
- 9 Small Animal Housing

Intake/Assessment

- 2 Dog Kennels
- 6 Small Animal Housing

Isolation

- 4 Dog Kennels
- 9 Small Animal Housing

Support Areas

- Officer workspaces
- Manager's office
- Reception
- Employee breakroom
- Public and staff restrooms with lockers
- Animal visitation areas
- Sallyport and general work area
- Multiple storage rooms
- Food prep and dishwashing area
- Laundry and grooming space
- Veterinary/euthanasia room

Outdoor Areas

- 24 Outdoor dog Kennels
- 2 Canine play yards
- 1 Dog visitation yard
- 1 Large two-space catio
- 1 Courtyard