Milwaukee Area Domestic Animal Control Commission

**(MADACC)**

**3839 W Burnham St**

**West Milwaukee, WI 53215**

**Phone (414) 649-8640 Fax (414) 763-6234**

**OPERATIONS COMMITTEE MINUTES**

## Meeting of July 17, 2018 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St
West Milwaukee, WI 53215

**Members Present:** Mr. John Hohenfeldt, City of Cudahy

Mr. Don Schaewe, City of Milwaukee

Mr. Eric Pearson, City of Milwaukee

Mr. Mark Luberda, City of Franklin

Mrs. Rebecca Grill, City of West Allis

**Excused:** Mr. Derik Summerfield, City of Wauwatosa

Ms. Stephanie Janz, Village of River Hills

**Staff Present:** Ms. Karen Sparapani, Executive Director, MADACC

 Ms. Laura Proeber, Operations Manager, MADACC

 Ms. Kathy Shillinglaw, Volunteer/Outreach Coordinator, MADACC

1. **Roll Call**

The meeting was convened at 1:00 pm; roll call was taken by Ms. Proeber and members in attendance, absent and excused were noted.

1. **Public Comment**

None.

1. **Approval of Minutes**

After a brief discussion, a motion was made by Ms. Grill and seconded by Mr. Luberda to approve the minutes of the meeting held on June 19, 2018 as presented. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update – June 2018**

Ms. Sparapani reported Admissions down 5.95 % for the month of June.

Ms. Sparapani reported Adoptions up 3%, Reclaims up 1 %, Transfers equal, Euthanasia down 2% and Owner Request Euthanasia down 1% for the month of June.

Ms. Sparapani reported Adoptions up 2%, Reclaims equal, Transfers down 1% and Euthanasia equal year to date.

Ms. Sparapani reported WHS pulled 157 animals, CARE Rescue pulled 17 animals and Bichon & Little Buddies Rescue pulled 15 animals in June.

After discussion, a motion was made by Mr. Schaewe and seconded by Mr. Pearson to approve the statistical report for the month of June 2018. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported WHS has stopped pulling cats because they, too, are inundated with cats at their shelter. MADACC has therefore seen a large increase in the population of cats in the kennels.

Ms. Sparapani reported working on the salary survey with bids coming in between $5,000 and $20,000.

Ms. Sparapani reported going to Chicago with Dr. Gutting to attend an animal surrender prevention program.

Ms. Sparapani reviewed informational sheets that were handed out at the last ICC meeting regarding responsible pet ownership and the impact of feral cats. Ms. Sparapani discussed responsible pet ownership ordinances including banning retractable leashes, dog walker restrictions, banning dogs riding in open truck beds and the banning of tethered animals. Ms. Sparapani also discussed how to handle feral cats in the community and suggested trap, neuter, release (TNR) as the most practical solution.

Mr. Schaewe noted Milwaukee will not be engaging in any type of TNR program. He will not discourage other municipalities from participating but will share with others the pitfalls of a TNR program.

**c. Supervisor's Report**

Ms. Shillinglaw reported this time of the year is very busy and the cat population increases dramatically.

Ms. Shillinglaw reported Ms. Bucio participated in an externship and brought back some great ideas for kennel enrichment.

Ms. Proeber had nothing to report.

**d. Friends of MADACC Update**

Ms. Shillinglaw reported Walk, Run, Wag was a success and possibly the most successful year to date.

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1. **Treasurer’s Report**
	1. **Financial Statements –July 2018**

Mr. Pearson reported the General Fund Revenues at $1,595,184 and Expenses at $1,245,330, with an excess of revenues over expenditures for the year of $349,854. With a beginning General Fund balance of $613,626, the ending General Fund balance in June was $963,480.

Mr. Pearson reported a Debt Service Fund balance of -$370 and a Capital Projects Fund balance of $565,609.

Mr. Pearson reported revenues in Intergovernmental at 50.00%, License and Fees at 83.33%, Public Charges for Services at 50.90%, Commercial Interest Income at 204.54% and Other Revenues at 75.76% of budget. Overall, Revenues were at 53.73% of budget.

Mr. Pearson reported expenses in Personnel Services Costs 42.35%, Contracted Services at 42.33%, Municipal Services and Deposits at 38.85%, Materials and Supplies at 33.81% and Capital Outlay at 74.23% of budget. Overall, Expenses were at 41.95% of budget.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Ms. Grill to approve the June 2018 financials as presented. The motion passed unanimously.

* 1. **Preliminary Budget**

Ms. Sparapani stated it was time to start up discussions regarding the 2019 budget. The Budget Sub-Committee will include Mr. Summerfield, Mr. Pearson and Ms. Grill.

1. **Adjournment**

There being no further business, a motion was made by Ms. Grill and seconded by Mr. Hohenfeldt to adjourn the meeting of July 17, 2018 at 1:42pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager