



**City of Lacey, Washington
Joint Animal Services (JAS) Commission
Rescheduled Meeting Minutes
Monday, November 18, 2024 - City Hall Exec. Boardroom & Online**

1. Call to Order

Vice Chair Agabi called the meeting to order at 5:30 p.m.

2. Roll Call

COMMISSIONERS PRESENT: Vice Chair Peter Agabi, City of Tumwater (remote); Commissioner(s) Malcolm Miller, City of Lacey; Wayne Fournier, Thurston County (remote); Jo MacGugan, Feline Friends of Olympia; Vicki Salim, Thurston County Humane Society (remote); and Vicky Smith, DVM, Deschutes Animal Clinic

COMMISSIONERS EXCUSED: Chair Lisa Parshley, City of Olympia

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Sarah Hock, JAS Executive Director (remote); Andrew Toledo, JAS Operations Manager; Sierra Teas, JAS Field Services Supervisor; and Paul J. White, Deputy City Clerk

3. Approval of Agenda and Consent Agenda Items

- A. Approval of Agenda
- B. Approval of October 14, 2024, Meeting Minutes
- C. Acceptance of October 2024 Shelter Statistics

Commissioner Miller moved to approve the agenda and consent agenda. Commissioner Smith seconded. The motion carried.

4. Public Comment

Verbal Public Comment

One (1) person(s) signed up to speak at the meeting.

Kevin Burton-Crow, resident of Thurston County employed by the Thurston County Sheriff's office, speaking in an individual capacity, complimented the services and enforcement efforts of Joint Animal Services.

No one registered to speak remotely.

Written Public Comment

No written public comment(s) were received.

5. Business Items

A. **PUBLIC HEARING: 2025 Joint Animal Services Budget**

Vice Chair Agabi opened the public hearing at 5:38 p.m.

Director Hock provided a presentation on the proposed 2025 Joint Animal Services (JAS) budget and responded to commissioners' questions.

Hock noted the role of JAS's Five-Year Strategic Plan as the foundation upon which annual budgets are built. The budget assumptions for 2025 were summarized, and Hock pointed out that no new staff are proposed in the 2025 budget.

Hock highlighted continued use in 2025 of \$250,000 in restricted medical reserves for medical staff and \$135,000 in reserves for general operations. Reliance on medical reserves is planned to be reduced year-over-year between 2026 and 2030. Had no field rebate been provided in 2024, with reserve use as proposed, jurisdiction assessments would increase approximately one percent in 2025. Hock described the history of reserve fund use over several years.

JAS's total net position is just over \$4 million, of which the majority of funds are restricted in some form. Revenue, expenditure, and assessment assumptions were provided. The overall proposed budget for 2025 is \$3,604,949, a reduction of 5.86 percent from the 2024 budget. Jurisdiction assessments in 2025 are proposed to increase by 14.8 percent. This percentage was compared to alternatives where reserve funds and provision of field rebates were factored differently, resulting in assessment increases in the range of 25-36 percent.

Public Testimony

No one signed up to testify during the hearing; no one registered to testify remotely; and no written testimony was received.

Vice Chair Agabi closed the public hearing at 5:59 p.m.

B. Facility Condition

Sarah Hock, JAS Director

Hock provided a facility condition assessment, noting the need to replace failing smoke detectors. The estimated \$16,000 cost would be funded through the Capital Equipment Replacement Fund as an emergency repair. Hock noted additional infrastructure issues that will require replacement soon and/or ongoing maintenance, depending on the systems' condition. No budget amendment is required to cover the unexpected cost of these repairs.

C. Legislative Update

Sarah Hock, JAS Director

Shannon Kelley-Fong, Lacey Assistant City Manager

Hock summarized legislation expected in 2025 affecting Joint Animal Services (JAS) and described legislative capital and policy requests for JAS. Policy changes expected include greater restrictions for animal ownership for persons convicted of animal fighting, including cock fighting, measures facilitating co-sheltering pets and their owners during climate emergencies, expansion of telehealth veterinary services, pet-inclusive housing, and banning of cat declawing. Funding for design of a new shelter facility is not budgeted in 2025, but is being sought from the Legislature. The Legislature is expected to be asked to include animal control and shelter districts as an allowed type of special-purpose government entity in Washington with associated taxing authority.

6. Director Report

Hock reported being elected to serve on the National Animal Care and Control Board of Directors. The association provides resources, standardized training and certification, and support for animal care and control professionals across the United States.

Hock noted implementation of Petszel, a resource tool to reunite pets and owners and provide support to new pet owners. Hock reported a record number of 175 surgeries in October and having exceeded 1,000 surgeries for 2024. Hock shared the "Happy Tail" of Shandy the dog, an amputee who was adopted successfully to a new home where she goes by the name Lucy.

7. Adjourn

Vice Chair Agabi adjourned the meeting at 6:45 p.m.

Minutes approved December 9, 2024.

