

Walter Wilson, President, Dickinson  
Sean Skipworth, Dickinson  
Fred Linton, Dickinson  
Vacant, Dickinson



Brandon Noto, Santa Fe  
Vacant, Santa Fe  
Monica Newell-Ledet, Clear Lake Shores

**MINUTES**  
**Bayou Animal Services Corporation Regular Meeting**  
**City of Dickinson Council Chambers**  
**4403 Highway 3**  
**Dickinson, TX 77539**  
**Thursday, June 30, 2022 at 6:30 PM**

**1. CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Walter Wilson called to order at 6:56 p.m. Ann Williams certified a quorum, calling roll. The following board members were present:

Walter Wilson, Sean Skipworth, Monica Newell-Ledet, and Brandon Noto.

Also present were:

Ed Boks, Ana Urps, and Ann Williams.

**2. PUBLIC COMMENTS**

*At this time, any person with related business may speak to the Board. In compliance with the Texas Open Meetings Act, the Board may not deliberate. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.*

**There were no public comments.**

**3. CONSIDERATION AND POSSIBLE ACTION CONCERNING:**

*Amend the 2021 Budget*

Ed Boks explained the budget amendment was a shortfall in the fiscal year 21 budget of \$83,080.00. It was his understanding it was a housekeeping measure and needed to be done to satisfy the audit for that year.

1<sup>st</sup> – Sean Skipworth made a motion to amend the 2021 Budget in the amount of \$83,080

2<sup>nd</sup> – Monica Newell-Ledet seconded the motion.

Brandon Noto asked for clarification. He had many concerns and questions about how the money was spent, who authorized spending that was over the yearly budgeted amount and what would

happen if this was not approved. The City of Dickinson Finance Director tried to call into the meeting but was unsuccessful. A lengthy discussion ensued.

Brandon Noto made a motion to table Item 4 until the members can speak to the Finance Director.

Sean Skipworth seconded the motion.

**MOTION PASSED, ALL-IN FAVOR.**

4. **CONSIDERATION AND POSSIBLE ACTION CONCERNING**

*Interlocal Agreement with the City of Hitchcock.*

Ed Boks began by explaining that the item was not supposed to be specifically about an agreement with the City of Hitchcock. It was to get clear direction from the corporation on whether or not Bayou Animal Services should pursue other municipalities that would want to use the BAS services and in turn bear some of the costs. The members had concerns about whether or not that would create more revenue or cost the corporation more. There were also concerns about size of cities, types of animals, and how that would affect the services Santa Fe is receiving now. A lengthy discussion ensued.

Walter Wilson instructed the director to look at some of these other cities and come up with a plan bring to the board and the board will vote on it from there. Ed Boks asked for direction on a costing formula. A lengthy discussion ensued.

**NO ACTION TAKEN**

5. **CONSIDERATION AND POSSIBLE ACTION CONCERNING**

*2023 Budget Prep*

Ed Boks spoke to the board about the financial agreements listed in the interlocal agreements that each city has with the corporation. Looking at the 2020 US Census, Dickinson makes up 60 percent, Santa Fe makes up 37 percent, and Clear Lake Shores makes up three percent of the population of the total population of the cities in the agreement. At a premeeting with representatives from each city, they were told that they did not want to go to their cities twice if there was also going to be a deficit in 2022 so requested Ed put together some information so that we could roll 2021 and 2022 together. Ed explained why all the costs have escalated the way they have. One example of an increase in cost is veterinary cost increase of 300 percent since 2019 to last year. Wages, the move from volunteers to professional staff, building and maintenance, were some of the costs that have escalated. We are looking at projecting the 2022 budget till the end of the year. We are looking at about a \$324K projected deficit, which if you roll the two together, would be an estimate of \$563K deficit. Do we want to continue to use the ratio? We might want to explore other alternatives going forward. The cities had asked for the information and so he is providing it to prepare for our budget in 2023. We want a budget in 2023 that is fully loaded at the time of approval, so we are not coming back with another deficit at the end of 2023.

There were many questions about cost analysis, in-house veterinarian, vacancy savings, the amount of veterinary service hours, and getting more donations.

Harrison Nicholson joined the meeting via phone. Brandon Noto asked him several questions about the budget prep worksheet and several questions about why line items were budgeted the way they were.

A very lengthy discussion ensued, covering many topics, including the roles of each city, the power of Dickinson, the reasons for being over budget, the reason the cost of doing business has gone up, how the corporation was created, and how the animal shelter is run.

**NO ACTION WAS TAKEN**

**6. BRIEFING AND DISCUSSION CONCERNING**

*IRS Standing*

Ed Boks briefed the board on the IRS Standing of the Corporation. A discussion ensued.

**7. FUTURE AGENDA ITEMS**

There needs to be a workshop with City Council to work out the details of the By Laws of the Bayou Animal Services Corporation.

**8. ADJOURNMENT**

1<sup>st</sup> – Walter Wilson made a motion to adjourn.

2<sup>nd</sup> – Matt Sabatier seconded the motion.

**MOTION PASSED, ALL-IN FAVOR.**

The time is now **7:52 p.m.** The meeting is adjourned.



Walter Wilson, President



Ann Williams, Deputy City Secretary