

City of Sacramento  
**Animal Wellbeing Commission Report**  
915 I Street Sacramento, CA 95814  
www.cityofsacramento.org

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**File ID:** 2025-00327

1/15/2025

**Discussion Item 5.**

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**2024 Annual Report and 2025 Workplan Review**

File ID: 2025-00327

**Location:** Citywide

**Recommendation:** Discuss, receive, and file.

**Contact:** Phillip Zimmerman, Animal Care Services Manager, (916) 808-8881,  
pzimmerman@cityofsacramento.org, Community Development Department

**Presenter:** None

**Attachments:**

1-Description/Analysis

2-2025 Workplan

**Additional Description/Analysis**

**Issue Detail:** The Commission would like to discuss the 2024 annual report and 2025 workplan that was presented at the January 7, 2025, Personnel and Public Employees Committee meeting.

**Policy Considerations:** None.

**Economic Impacts:** None.

**Environmental Considerations:** None.

**Sustainability:** Not applicable.

**Commission/Committee Action:** On October 9, 2024, the Animal Wellbeing Commission approved the 2024 Annual Report and 2025 Workplan and forwarded it to the Personnel and Public Employees (P&PE) Committee for review and approval. The P&PE Committee is scheduled to hear this item at their January 7, 2025, meeting.

**Rationale for Recommendation:** The commission would like to discuss the 2024 Annual Report presentation and 2025 workplan.

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**Financial Considerations:** Not applicable.

**Local Business Enterprise (LBE):** Not applicable.

| POWERS & DUTIES  | Strategies  | Tactics                | Involved Commissioners   | Comments   |
|--|---|------------------------|--|--|
| <p>1.<br/><i>Assist keeping people and pets together</i></p>   | <p>311 project<br/>Open Intake<br/>HOAP<br/>Pet Pantry<br/>RTO<br/>?</p>  | <p>311 data update</p> | <p>Leah Morris<br/>Paul Hefner</p>   | <p>What’s the scope of the problem in Sacramento? What’s driving intake? What strategies present greatest opportunity for improvement?</p> |
| <p>2.<br/><i>Provide Quality Care for animals housed at the city’s shelter</i></p>                           | <p>Continue promoting Needs Assessment and next steps:</p> <ul style="list-style-type: none"> <li>• Site selection</li> <li>• Prioritize Interim improvements</li> <li>• Build community awareness</li> </ul> |                        | <p>All Commissioners<br/>Lead: Leah Morris<br/>Paul Hefner – funding, interim: wayfinding<br/>Kathy Garcia – site selection<br/>Deneise Bell – interim: wayfinding<br/>Paula Treat - funding</p> | <p>Report sent to all council members including Member Pluckebaum. Need to send to Mayor McCarty and Member Dickinson</p>                  |
| <p>3.<br/><i>Encourage low-cost spay/neuter services; identify funding</i></p>                               | <p>Create a list of Sacramento veterinary clinic and investigate opportunities to provide select low cost spay/neuter services.</p>   |                        | <p>Denise Bell</p>   |  |
| <p>4.<br/><i>Ensure shelter meets/exceeds standards, Association of Shelter Veterinarians Guidelines</i></p> | <p>Awaiting 2024 Shelter audit results. Review of ASV guidelines</p>  |                        | <p>Kristie Middleton?<br/>Paul Hefner?</p>   | <p>Need to review full audit when it is released.</p>  |
| <p>1. <i>Programs at the shelter</i></p>   |   |                        | <p>Kristie Middleton</p>   |  |
| <p>2.<br/><i>Animals available for adoption</i></p>  | <p>Continue monitoring adoption/foot traffic data<br/>Identify additional opportunities to improve conversion rate</p>  |                        | <p>Paul Hefner</p>   |  |
| <p>3.</p>  |   |                        |  |  |

|   |   |  |  |
|---|---|--|--|
| <i>Importance of spaying &amp; neutering</i>  |   |  |  |
| 4. <i>Importance of ensuring animals have medical care/vaccines</i>   |   |  |  |
| 5. <i>Shelter volunteer program</i>   |   | Kristie Middleton?<br>Youth Commissioner Phew?                   |  |
| <b>6. Serve as a liaison with the community/provide a forum for public discussion.</b>                              | Continued liaison with council members (tours)<br><br>Plan another Public Forum?  | Kathy Garcia   |  |
| <b>7. Advise the city council on city ordinances and state legislation related to animal wellbeing in the city.</b> | Monitor related city ordinances and state legislation (cities across CA or US? Other states?)<br><br>Propose new city ordinance or state legislation? | Paul Hefner?<br>Paula Treat?                                     |  |
| <b>8. Annually, report to the city council on recommendations and activities of the commission</b>                  | Annually present report to P&PE Committee in January<br><br>Draft in July – August annually<br><br>Adopt and move to P&PE in September annually       | Chair & Vice Chair draft<br><br>Commissioners review and approve | 2024 Annual Report to be delivered to P&PE Committee (Date?) |