

Animal Services Board



October 17, 2023
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

C. ANNUAL ELECTION OF A CHAIR AND VICE-CHAIR TO THE ANIMAL SERVICES BOARD

D. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972- 874-6000 during business hours. To speak to the Board/Commission during public comment, please fill out a comment form, which is located in the lobby of Town Hall.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

E. CONSENT ITEM(S)

This part of the agenda consists of non-controversial, or "housekeeping" items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. Consider approval of the minutes from May 23, 2023 - Consider approval of the minutes from May 23, 2023

F. REGULAR ITEM(S)

1. Staff Report and Activity Update - Staff Report and Activity Update
2. Protective Custody Ord. Update - Protective Custody Ord. Update

G. FUTURE AGENDA ITEM(S)

H. COORDINATION OF CALENDARS

1. March 26, 2024 - Regular Meeting

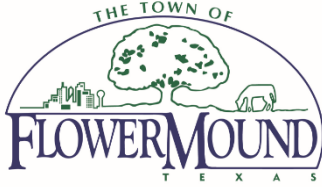
I. ADJOURN

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Flower Mound, Texas, in a place convenient and readily accessible to the general public at all times and said Notice was also posted on the Town's website in accordance with GC Section 551.056 on the following date and time: October 12, 2023, at 4:30 p.m., at least 72 hours prior to the scheduled time of said meeting.

Christine Hastings, Staff Liaison

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting by contacting Town Hall at 972.874.6000. Additional time limits will be provided for members of the public that need to address the Town Council through a translator.

Animal Services Board



May 23, 2023
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

DRAFT MINUTES

A. CALL TO ORDER

The Animal Services Board met in a regular meeting with the following members present:

Susan Bodenmiller, Chair, Place 6
David Boehner, Vice Chair, Place 3
Robyn Read, Veterinarian, Place 1
Christine Hastings, Staff, Place 2
Carol Stephens, Place 4
Rebecca Burton, Place 5
Ann Martin, Deputy Mayor Pro Tem, Place 7
Sharon Gentry, Alt. Place 8

with the following member(s) absent:
Robin Perozzi, Alt. Place 8

Chair Susan Bodenmiller called the regular meeting to order at 06:30 PM.

B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Vice Chair, David Boehner led the Pledge of Allegiance.

C. PUBLIC COMMENT

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- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

No Public Comment.

D. CONSENT ITEM(S)

This part of the agenda consists of non-controversial, or “housekeeping” items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. Consider approval of the minutes from February 22, - Consider approval of the minutes from February 22, 2023.

ACTION: Title David Boehner D.1. moved to approve as presented in the agenda caption. Title Ann Martin seconded the motion.
AYES: Carol Stephens, Rebecca Burton, Robyn Read, Christine Hastings
NAYS: None
ABSTAIN: None
RESULT: 4 : 0

E. REGULAR ITEM(S)

1. - Staff Report and Activity Update

Member Hastings discussed past and future events, specifically addressing the pet registration event, a low-cost vaccine clinic, and a future fundraiser at Palio's in Flower Mound. Deputy Mayor Pro Tem, Ann Martin, suggested Animal Services reach out to Fish City Grill for a fundraiser as they have one about once a month.

2. - Facebook Event Visibility

Member Hastings discussed the popularity of various social media postings made by Animal Services. She showed examples of some of the most popular posts versus the least popular for adoptable animals and some of the reasons that some posts are more active vs. others. She went over the visibility results of past events, noting the low-cost vaccine clinic is the most popular every year. Discussion was had on a recent post to promote animals called "The Adoption Game" and the result of that post.

F. FUTURE AGENDA ITEM(S)

G. COORDINATION OF CALENDARS

1. October 17, 2023 - Regular Meeting

The next scheduled meeting was scheduled for October 24, but was later changed to Tuesday, October 17, 2023.

H. ADJOURN

Chair Bodenmiller adjourned the meeting at 6:48 p.m. on Tuesday, May 23, 2023.



**ANIMAL SERVICES BOARD
AGENDA F.1.
REGULAR ITEM(S)**

DATE: October 17, 2023
FROM:
ITEM: Staff Report and Activity Update

BACKGROUND:

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES:

FISCAL IMPACT: N/A
N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Staff Report and Activity Update

DRAFT MOTION: Discussion Item Only

MONTHLY REPORT

May-23
MONTH/YEAR

413
CALLS COMP.

ANIMALS IMPOUNDED

<u>37</u>	<u>57</u>	<u>0</u>	<u>4(3G-Pig/1Ferret)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>16</u>	<u>6</u>	<u>0</u>	<u>1(Ferret)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>13</u>	<u>21</u>	<u>0</u>	<u>3(G-Pig)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>6</u>	<u>11</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>1</u>	<u>5</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

<u>4</u>	<u>2</u>	
TEMPERAMENT	ILLNESS	SPACE

BITE REPORTS

<u>14</u>	<u>0</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

2

DONATIONS

\$175

MONTHLY REPORT

Jun-23
MONTH/YEAR

427
CALLS COMP.

ANIMALS IMPOUNDED

<u>40</u>	<u>25</u>	<u>0</u>	<u>7(ferret,turtle,chicks,gpigs)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>17</u>	<u>2</u>	<u>0</u>	<u>1 Turtle</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>14</u>	<u>14</u>	<u>0</u>	<u>2 G-Pigs</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>15</u>	<u>26</u>	<u>0</u>	<u>2 G-Pigs</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>2</u>	<u>6</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>12</u>	<u>14</u>	<u>0</u>	<u>1 Ferret</u>
DOGS	CATS	LIVESTOCK	OTHER

<u>20</u>	<u>7</u>	
TEMPERAMENT	ILLNESS	SPACE

BITE REPORTS

<u>11</u>	<u>1</u>	<u>0</u>	<u>2</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

2

DONATIONS

\$498

MONTHLY REPORT

Jul-23
MONTH/YEAR

354
CALLS COMP.

ANIMALS IMPOUNDED

<u>24</u> DOGS	<u>26</u> CATS	<u>0</u> LIVESTOCK	<u>5(1bird/4rabbits)</u> OTHER
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ANIMALS CLAIMED BY OWNER

<u>10</u> DOGS	<u>3</u> CATS	<u>0</u> LIVESTOCK	<u>0</u> OTHER
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ANIMALS OWNER RELEASED

<u>6</u> DOGS	<u>9</u> CATS	<u>0</u> LIVESTOCK	<u>4(4rabbits)</u> OTHER
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ANIMALS ADOPTED

<u>11</u> DOGS	<u>26</u> CATS	<u>0</u> LIVESTOCK	<u>2(1chicken/1rooster)</u> OTHER
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ANIMALS PICKED UP BY RESCUE GROUPS

<u>1</u> DOGS	<u>0</u> CATS	<u>0</u> LIVESTOCK	<u>0</u> OTHER
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ANIMALS EUTHANIZED

<u>5</u> DOGS	<u>9</u> CATS	<u>0</u> LIVESTOCK	<u>0</u> OTHER
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<u>11</u> TEMPERAMENT	<u>3</u> ILLNESS	<u>0</u> SPACE
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BITE REPORTS

<u>11</u> DOGS	<u>2</u> CATS	<u>0</u> LIVESTOCK	<u>1</u> OTHER
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PRESENTATIONS

1

DONATIONS

\$170

MONTHLY REPORT

Aug-23
MONTH/YEAR

445
CALLS COMP.

ANIMALS IMPOUNDED

<u>32</u>	<u>10</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS CLAIMED BY OWNER

<u>14</u>	<u>1</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS OWNER RELEASED

<u>9</u>	<u>7</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS ADOPTED

<u>11</u>	<u>7</u>	<u>0</u>	<u>3 (1Rabbit/2GPig)</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS PICKED UP BY RESCUE GROUPS

<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

ANIMALS EUTHANIZED

<u>9</u>	<u>5</u>	<u>0</u>	<u>0</u>
DOGS	CATS	LIVESTOCK	OTHER

<u>11</u>	<u>3</u>	<u>0</u>
TEMPERAMENT	ILLNESS	SPACE

BITE REPORTS

<u>9</u>	<u>2</u>	<u>0</u>	<u>1 An vs An</u>
DOGS	CATS	LIVESTOCK	OTHER

PRESENTATIONS

1

DONATIONS

\$965

MONTHLY REPORT

Sep-23
MONTH/YEAR

375
CALLS COMP.

ANIMALS IMPOUNDED

<u>22</u> DOGS	<u>21</u> CATS	<u>0</u> LIVESTOCK	<u>7(snake,rab,gpig, roo,bird)</u> OTHER
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ANIMALS CLAIMED BY OWNER

<u>12</u> DOGS	<u>1</u> CATS	<u>0</u> LIVESTOCK	<u>0</u> OTHER
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ANIMALS OWNER RELEASED

<u>9</u> DOGS	<u>17</u> CATS	<u>0</u> LIVESTOCK	<u>5(snake,rab,gpig,rooster)</u> OTHER
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ANIMALS ADOPTED

<u>13</u> DOGS	<u>5</u> CATS	<u>0</u> LIVESTOCK	<u>5(snake,rab,bird)</u> OTHER
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ANIMALS PICKED UP BY RESCUE GROUPS

<u>0</u> DOGS	<u>0</u> CATS	<u>0</u> LIVESTOCK	<u>0</u> OTHER
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ANIMALS EUTHANIZED

<u>4</u> DOGS	<u>1</u> CATS	<u>0</u> LIVESTOCK	<u>0</u> OTHER
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<u>5</u> TEMPERAMENT	<u>0</u> ILLNESS	<u>0</u> SPACE
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BITE REPORTS

<u>4</u> DOGS	<u>1</u> CATS	<u>0</u> LIVESTOCK	<u>1</u> OTHER
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PRESENTATIONS

4

DONATIONS

\$1,598

2023 Flower Mound Activity List

January

- 6 - PD Volunteer Breakfast
- 9- Tour of Shelter
- 14- Volunteer Training Class
- 17- Old Settlers School Presentation

February

- 11- Volunteer Orientation
- 15- Old Settlers Elementary School "Giving Tree"
- 17- Primrose "Random Acts of Kindness"
- 18- Volunteer Training
- 25- Dog Park Registration Event

March

- 4- Volunteer Training Class
- 18-Volunteer Training Class
- 21- Handles Ice Cream Fundraiser
- 25- Volunteer Training Class

April

- 1-Easter Egg Scramble
- 6-Timber Creek Elementary School Career on Wheels Day
- 14-Visit Dispatch with kittens for ACO and Public Safety Telecommunicator's week
- 21- Video Interview by Student Counsel for school presentation
- 26- Founder's Classic Academy School Event (CANCELED DATE)
- 27- Truck Rodeo
- 29-TCAP Event

May

- 12- Girl Scout Tour
- 16- Wellington Elementary School Career Day
- 25- Palio's Fundraiser

June

- 10- Rock Painting Event
- 16- Caden Cyclery Donations and Photos
- 24- CAC Parks and Rec Photo / Post
- 27- Tour of Shelter (Two groups)

July

- 21- Parks and Rec Photo highlight
- 28- Kids R Kids visit / donations/ photo

August

- 1-31st - Clear the Shelter Month
- 18- Library Staff Day presentation

September

- 16- Movie in the Park
- ~~23- Doggie Dive (could not attend / Staffing)~~
- 25- Tour
- 28 – Local Business group – Presentation
- 28- Truck Rodeo

October

- 14- Fido Fest

26- Woof-O-Ween

28- Police Department Open House

November

December



ANIMAL SERVICES BOARD AGENDA F.2. REGULAR ITEM(S)

DATE: October 17, 2023
FROM:
ITEM: Protective Custody Ord. Update

BACKGROUND:

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES:

FISCAL IMPACT: N/A
N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Animal Protective Custody Ord.

DRAFT MOTION: Review Item Only

**TOWN OF FLOWER MOUND, TEXAS
ORDINANCE NO. _____**

AN ORDINANCE OF THE TOWN OF FLOWER MOUND, TEXAS, AMENDING ARTICLE IV, "IMPOUNDMENT, REDEMPTION AND DISPOSITON," OF CHAPTER 6, "ANIMALS," OF THE CODE OF ORDINANCES, TOWN OF FLOWER MOUND, TEXAS, BY AMENDING SECTION 6-122 TO PERMIT THE ANIMAL CONTROL AGENT TO PROVIDE MEDICAL CARE FOR IMPOUNDED ANIMALS AND BY ADDING SECTION 6-128, "PROTECTIVE CUSTODY," TO ESTABLISH GUIDELINES FOR HOLDING PERIODS FOR ANIMALS IMPOUNDED DUE TO ARREST OR EMERGENCY, AND TRANSFERING OWNERSHIP AT THE END OF A SPECIFIC HOLD PERIOD; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Flower Mound, Texas (the "Town"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and,

WHEREAS, the Town Council of the Town previously adopted regulations pertaining to the impoundment, redemption, and disposition of animals at the Flower Mound Animal Adoption Center ("Center"); and,

WHEREAS, the Town Center has experienced extended impoundment of animals due to the arrest of owners or emergency situations; and,

WHEREAS, the Town has determined it is necessary to establish guidelines for the holding periods for animals that are impounded at the Center due to arrest, medical emergency, death, fire, or other circumstances, either man-made or natural, and to establish that the legal ownership of the animal(s) is automatically transferred to the Town at the end of the holding period established herein; and,

WHEREAS, the Town Council finds that establishing a protective custody ordinance as outlined herein is in the best interest of the Town and will promote the health, safety, and general welfare of the citizens of the Town and the general public.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FLOWER MOUND, TEXAS, THAT:

SECTION 1

Section 6-122, "Duties of Town enforcement agent," Article IV, "Impoundment, Redemption and Disposition" of Chapter 6, "Animals," of the Code of Ordinances, Town of Flower Mound, Texas, is hereby amended to read as follows:

"Sec. 6-122. – Duties of Town enforcement agent.

- (a) If, by identification tag, the owner of an impounded animal can be identified, the Town enforcement agent ("Agent") will, as soon as practical, notify the owner, either in person or by telephone of the impoundment. If the animal is locally owned within the Town and telephone contact cannot be made, the Agent will leave a notice at the owner's residence indicating that the animal has been impounded.
- (b) The Town enforcement agent shall immediately be considered the designated caretaker of an impounded animal, including any injured animal found at large or abandoned. As the designated caretaker, the animal control authority shall have the authority to administer preventative immunizations and any required medical treatment upon immediate intake of the animal as necessary for the safety, care, and comfort of the animal. The owner shall be responsible for repayment of all costs incurred by the Town in providing necessary treatment to the animal.
- (c) All impounded animals shall be kept for not less than five (5) days, unless the animal is reclaimed earlier by the owner under acceptable conditions. However, no impoundment period is required for any animal voluntarily delivered and released to the animal control facility or Town animal control officer by its owner.
- (d) Any animal, whether licensed or unlicensed, which is in great pain and suffering due to injury from which the animal probably will not recover, or which appears to have rabies, and/or which is at large and is posing an imminent danger to human beings or to other animals, may be destroyed by the town animal control officer."

SECTION 2

Article IV, "Impoundment, Redemption and Disposition" of Chapter 6, "Animals," of the Code of Ordinances, Town of Flower Mound, Texas, is hereby amended to add Section 6-128, "Protective Custody," to read as follows:

"Sec. 6-128. - Protective Custody.

- (a) Protective Custody shall mean the holding of an animal in the Center due to arrest, medical emergency, hospitalization, eviction, death, fire, or other man-made or natural disaster at the request of either the animal owner or of a law enforcement agency.
- (b) Impoundment.
 - (1) The Town enforcement agent shall hold an animal in protective custody at the request of a peace officer or owner of the property where the animal is located when the owner of the animal is temporarily unable to provide for or maintain control of their animal due to arrest, medical emergency, hospitalization, eviction,

death, fire, or other man-made or natural disaster, and when there is no person present at the property who is seventeen (17) years of age or older who will assume responsibility for the animal.

- (2) The Town shall be considered the designated caretaker of an impounded animal immediately upon intake at the shelter. As the designated caretaker, the animal control authority shall have the authority to administer preventative immunizations and any required medical treatment upon immediate intake of the animal as necessary for the safety, care, and comfort of the animal. The owner shall be responsible for repayment of all costs incurred by the Town in providing necessary treatment to the animal.
 - (3) After the expiration of any required holding period, as indicated in this section, the Town shall become the full owner of the animal in question and may dispose of the animal in accordance with this Chapter.
- (c) The owner or person who was rightfully in possession of the animal in protective custody will be notified of: (1) the location of the animal, (2) that the animal will be held for a period of fourteen (14) days after notification, and (3) the conditions under which the animal may be released.
- (1) Animals held under protective custody may be released to an owner or authorized person identified by the owner.
 - (2) The receiving person must:
 - i. Agree to take possession of the animal(s);
 - ii. Be capable of properly caring for the animal(s); and
 - iii. Be seventeen (17) years of age or older.
 - (3) All reasonable attempts shall be made by Animal Services to arrange for the animal's safe release back to the actual owner, or a person authorized by the owner, to reclaim the animal and provide for the care of the animal.
 - (4) At the discretion of Animal Services, the fourteen (14) day hold period may be extended for good cause.
- (d) Disposition of animals.
- (1) Any animal held in protective custody that is not claimed by the end of the holding period shall become the sole property of the Town and shall be dispositioned in one of the following ways:
 - i. Adoption;
 - ii. Release to an approved animal rescue, transfer partner, or another animal shelter; or
 - iii. Humane euthanasia.

Secs. 6-129 – 6-160. Reserved.”

SECTION 3

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances, Town of Flower Mound, Texas, as amended, except when the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 4

It is hereby declared to be the intention of the Town Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the Town Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause, or phrase.

SECTION 5

Any person, firm, or corporation who violates any provision of this Ordinance adopted by the Town Council shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine as provided in Section 1-13 of the Code of Ordinances, Town of Flower Mound, Texas. Each day any such violation or violations exist shall constitute a separate offense and shall be punishable as such.

SECTION 6

All rights and remedies of the Town are expressly saved as to any and all violations of the provisions of the Code of Ordinances or any ordinances governing animals that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance, but may be prosecuted until final disposition by the courts.

SECTION 7

The Town Secretary of the Town is hereby directed to publish the caption of this Ordinance in the official newspaper of the Town as required by Section 3.07 of the Charter of the Town.

SECTION 8

This Ordinance shall take effect and be in full force from and after the date of its passage and publication as required by law, and it is so ordained.

DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF FLOWER MOUND, TEXAS, BY A VOTE OF ___ TO ___, ON THIS THE ____ DAY OF _____, 2023.

APPROVED:

Derek France, MAYOR

ATTEST:

Theresa Scott, TOWN SECRETARY