



# DU PAGE COUNTY

## Animal Services Committee

### Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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**Tuesday, April 15, 2025**

**7:30 AM**

**Room 3500A**

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**1. CALL TO ORDER**

7:30 AM meeting was called to order by Chair Brian Krajewski at 7:31 AM.

**2. ROLL CALL**

|                 |  |
|-----------------|--|
| <b>PRESENT:</b> | District 5 Dawn DeSart, Grant Eckhoff, Paula Garcia, Krajewski and Sheila Rutledge |
| <b>ABSENT:</b>  | Cynthia Cronin Cahill  |

**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIRMAN'S REMARKS - CHAIR KRAJEWSKI**

Chairman Krajewski mentioned that the DAF gala will take place on Friday, April 25, 2025 at the Marriott Oak Brook.

**5. MINUTES APPROVAL**

5.A. [25-1023](#)

Animal Services Committee - Regular Meeting - Tuesday, February 18, 2025

**Attachments:** [Summary Minutes February-2025](#)

|                  |              |
|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Paula Garcia |
| <b>SECONDER:</b> | Dawn DeSart  |

**6. GRANTS**

6.A. [FI-R-0069-25](#)

Acceptance and appropriation of interest earned on investment for the DuPage Animal Friends Phase II Capital Project Grant, Company 5000 - Accounting Unit 1310, in the amount of \$12,070. (Animal Services)

**Attachments:** [DAFCAP2 Appropriating Interest Budget - ATTACHMENT I](#)

|                |                              |
|----------------|------------------------------|
| <b>RESULT:</b> | APPROVED AND SENT TO FINANCE |
|----------------|------------------------------|

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|                  |                 |
|------------------|-----------------|
| <b>MOVER:</b>    | Sheila Rutledge |
| <b>SECONDER:</b> | Paula Garcia    |

**7. BUDGET TRANSFERS**

7.A. [25-1024](#)

Transfer of funds from 1100-1300-54090 (furniture & furnishings), 1100-1300-54100 (IT equipment), and 1100-1300-54110 (equipment and machinery), to 1100-1300-52000 (furn/mach/equip small value), 1100-1300-52100 (IT equipment-small value), 1100-1300-52200 (operating supplies & materials), 1100-1300-53110 (workers compensation insurance), 1100-1300-53075 (pet population program service), and 1100-1300-54010 (building improvements), in the amount of \$325,457, to cover final expenses for Animal Services shelter renovation project, Pet Population program services for qualified residents, and workers comp claims. (Animal Services)

**Attachments:** [BT - AS - 04.22.25 Building Improvements](#)

|                  |              |
|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Dawn DeSart  |
| <b>SECONDER:</b> | Paula Garcia |

7.B. [25-1022](#)

Transfer of funds from 5000-1310-54090 (furniture & furnishings), 5000-1310-54100 (IT equipment), and 5000-1310-54110 (equipment and machinery), to 5000-1310-54010 (building improvements), in the amount of \$226,080, to cover final DAFCAP2 expenses for Animal Services shelter renovation project. (Animal Services)

**Attachments:** [BT - AS - 04.22.25 DAFCAP2 Building Improvements](#)

|                  |              |
|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Dawn DeSart  |
| <b>SECONDER:</b> | Paula Garcia |

**8. INFORMATIONAL**

8.A. [25-1051](#)

Discussion Item: County Spaces Ordinance

Laura shared the draft County Spaces Ordinance that will be presented to Public Works Committee and County Board for the reservation and rental of the Animal Services community room and other county spaces.

County space reservation requests will be approved by Facilities Management. Max

community room occupancy is 110 people. The State's Attorney's office is continuing to work on drafting a template contract to be used as an agreement between DuPage County and parties renting the space which will outline rules and restrictions for utilizing County spaces.

Additional questions and discussion took place about the potential for and limitations of serving alcohol on County grounds, Wheaton/Winfield annexation, any potential impact of renting space at Animal Services on the shelter animals, and reduced fee space rental for Animal Services rescue partners.

Member Rutledge recommended that an hourly rental minimum be established in order to offset the time and resources required to prepare and manage space rentals.

Animal Services recently completed its first Municipal Animal Field Services training in the new community room. More than 55 representatives from DuPage County municipalities and Forest Preserve were in attendance. Presenters included Illinois Department of Agriculture, local TNR groups, and Animal Services officers. Animal Services provided field services kits, and the Chicagoland Humane Coalition provided microchip scanners for everyone.

Chair Krajewski suggested that staff reach out to the DuPage County Mayors and Managers Office to invite them to host an upcoming meeting in the Animal Services community room.

**Attachments:**     [3.31.25 Version \(Clean\) County Spaces Ordinance.pdf](#)

## 9. ADMINISTRATIVE UPDATE

Final inspection of the newly renovated shelter is due to take place in the next 1-2 weeks. Final sinks and countertops are currently being installed in the meeting and clinic spaces and existing dog kennels are being refreshed on a rotating basis. Signage installation begins today. An Open House Grand Opening is tentatively slated for Saturday, June 14th.

Shelter population is currently around 120 animals. The shelter is seeing quite a few stray dogs of late that are not being reclaimed. The cat population is beginning to increase. Feral Fixers kicked off their spay/neuter season earlier than planned. Animal Services is currently housing a few court case dogs in addition to stray and owner-relinquished pets.

This is Animal Services Appreciation Week. Laura has several activities planned to show the staff how appreciated they are and as a thank you for how flexible the staff has been during construction.

A Volunteer Appreciation Reception & Open House will be held on Saturday, April 19th from 3-6pm.

Raise the Woof Gala will take place on Friday, April 25th and has been moved to the Chicago Marriott Oak Brook across from the Oak Brook Mall.

DAF is hosting a Panera Bread Glen Ellyn dine out night on April 29th. Proceeds from sales benefit DuPage Animal Friends.

Giving DuPage Days will take place on May 1st and is now a one-day event.

**10. OLD BUSINESS**

No old business was discussed.

**11. NEW BUSINESS**

No new business was discussed.

**12. ADJOURNMENT**

With no further business, the meeting was adjourned.