



DU PAGE COUNTY

Animal Services Committee

Summary

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

Tuesday, May 20, 2025

7:30 AM

Room 3500A

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT:	District 5 Dawn DeSart, Grant Eckhoff, Paula Garcia, Krajewski and Sheila Rutledge
ABSENT:	Cynthia Cronin Cahill

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRMAN'S REMARKS - CHAIR KRAJEWSKI

Chairman Krajewski shared that the DAF gala was a success and congratulated staff and volunteers on a well planned event. Feedback from attendees so far has been very positive. Gala volunteers are convening next week to debrief and review survey feedback from the gala.

A successful dedication for the new Animal Services multipurpose room was held on May 18th with friends and family of the naming rights donor.

5. MINUTES APPROVAL

5.A. [25-1267](#)

Animal Services Committee - Regular Meeting - Tuesday, April 15, 2025

Attachments: [Summary Minutes April-2025](#)

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Dawn DeSart

6. PROCUREMENT REQUISITIONS

6.A. [25-1201](#)

Recommendation for the approval of a contract to ULINE, to provide commercial operating supplies, equipment and small value furniture, for Animal Services, for the period May 21, 2025 through May 20, 2026, for a contract total not to exceed \$6,500; per lowest responsible quote.

Attachments: [ULINE- Procurement Review Comprehensive Checklist \(PRCC\)](#)
[ULINE Common Items Price List](#)
[ULINE - Vendor Ethics Placeholder](#)

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

6.B. [25-1203](#)

Recommendation for the approval of a contract to Hill's Pet Nutrition Sales, Inc., to provide canine and feline pet food, for Animal Services, for the period June 22, 2025 through June 21, 2026, for a contract total not to exceed \$29,492.15; per lowest responsible quote.

Attachments: [Hills Pet Nutrition - Procurement Review Comprehensive Checklist \(PRCC\)](#)
[Shelter Pet Food Bid Tabulation](#)
[Hills Pet Nutrition - Price List](#)
[Hills Pet Nutrition - Shelter Contract Discounts](#)
[Vendor Ethics Placeholder](#)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

7. GRANTS

7.A. [25-1268](#)

GPN 014-25: Illinois Department of Commerce & Economic Opportunity (IL DCEO) Grant for Animal Services - Public Health and Safety PY25 - \$275,000. (Animal Services)

Attachments: [Grant Proposal Notification # 014-25 - DCEOPY25](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Sheila Rutledge

7.B. [FI-R-0089-25](#)

Acceptance and appropriation of the Animal Services-IL DCEO Public Health and Safety Grant PY25, Inter-Governmental Agreement No. 25-203296, Company 5000 - Accounting Unit 1320, \$275,000. (Animal Services)

Attachments: [25-203296 Budget Appropriation - ATTACHMENT I](#)
[25-203296 Grant Agreement - ATTACHMENT II](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Sheila Rutledge

7.C. [FI-R-0090-25](#)

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 \$2,765. (Animal Services)

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

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Sheila Rutledge

8. ADMINISTRATIVE UPDATE

Laura thanked everyone for attending the DAF Raise the Roof gala. Upwards of \$215,000 was raised for the Animal Services capital project. On May 1st DAF celebrated another successful Giving DuPage Days fundraiser which raised more than \$19,000 during the one day event.

Animal Services hosted volunteers and fosters for a Volunteer Appreciation open house reception in April.

On April 22nd the shelter took in 155 parakeets. Through adoption and rescue placement efforts, there are only 41 parakeets still awaiting placement. Shelter population is currently around 150-200 animals.

Staff moved into the new medical clinic and started performing surgeries in the new space earlier this month. Staff continues to work through the punch list with the contractor and address issues as they pop up. This includes replacing the undersized HVAC unit. Nick stated he will have a better idea of the replacement timeline in the next 1-2 weeks.

A grand re-opening and ribbon cutting ceremony will take place on Saturday, June 14th from 10am-3pm. Staff are working with DAF to host a private reception for VIP capital campaign donors in the days leading up to the grand re-opening.

9. OLD BUSINESS

No old business was discussed.

10. NEW BUSINESS

Chair Krajewski informed the committee that the owners of Entourage/VAI's in Naperville and Downers Grove have selected DAF as their featured charity for the month of June. DAF will be featured at the table in each restaurant and \$1 per charity drink ordered will be donated to DAF throughout the month.

11. ADJOURNMENT

With no further business, the meeting was adjourned.