



**NOTICE OF AGENDA
GRANITE SHOALS WILDLIFE ADVISORY COMMITTEE
REGULAR MEETING**

MONDAY, SEPTEMBER 8, 2025 AT 6:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

AGENDA

1. Call to Order/ Roll Call/ Welcome

2. Citizen Comments

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from August 4, 2025.

4. Discussion Items

4.a. Discuss WAC facility to include updates with PD and Streets and key access.

4.b. Update on harvest site setup progress and remaining items.

4.c. Update on the wall between the cooler and evidence area.

4.d. Update on information from TPWD.

4.e. Discussion of administration for scheduling software.

5. Action Items

5.a. Discuss, consider, and take appropriate action regarding Wildlife Committee memberships.

5.b. Discuss, consider and take appropriate action regarding property owner outreach program.

5.c. Discuss, consider and take appropriate action regarding the harvester outreach program and the requirement for a background check.

5.d. Discuss, consider and take appropriate action regarding equipment replacement and procurement.

5.e. Discuss, consider and take appropriate action regarding harvest sites to include plans to survey the sites.

5.f. Discuss, consider and take appropriate action regarding staffing scheduling and procedures.

5.g. Discuss, consider and take appropriate action regarding setting up a practice site.

- 5.h. Discuss, consider and take appropriate action regarding equipment replacement and procurement.
- 5.i. Discuss, consider and take appropriate action regarding the calendar of events 2025 especially test dates and equipment set up dates.
- 5.j. Discuss, consider and take appropriate action regarding procedures for harvesters donating deer to WAC.
- 5.k. Discuss, consider and take appropriate action regarding deer processing.
- 5.l. Discuss, consider and take appropriate action regarding "field dressing" procedures.

6. Future Agenda Items

7. Adjournment

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on both the indoor bulletin board and outdoor notice board of Granite Shoals City Hall on or before the 2nd day of September 2025. Requests for accommodations or interpretive services must be made 8 hours prior to this meeting. Please contact the City Secretary at (830) 598-2424 for further information.

Dawn Wright, City Secretary



This Notice and Meeting Agenda, and the Agenda Packet, are posted online at www.graniteshoals.org



**NOTICE OF AGENDA
GRANITE SHOALS WILDLIFE ADVISORY
COMMITTEE
REGULAR MEETING
MONDAY, AUGUST 4, 2025 AT 6:00 PM**

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

MINUTES

1. Call to Order/ Roll Call/ Welcome

The meeting was called to order at 6:00 PM.

Moved by None; seconded by None to excuse absence of Tommy Moore.

Motion : 0 - 0

Voting For: None

Voting Against: None

Welcome to the newest Council-appointed member, Matthew Campbell.

2. Citizen Comments

Michael Simmuns - 102 W. Chamberlain St., Kingsland - requested improved communication for program details, specifically suggesting information updates should be consistently posted on the website, not just on social media. Noted ongoing confusion about specific requirements (e.g., broadcast requirements).

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from July 7, 2025.

Moved by Keith Rogers; seconded by Jeff Herzog to approve the minutes for July 7th, 2025.

Motion Passed: 8 - 0

Voting For: Mark Henshaw, James Matula, Peter Hutnick, Brad Hammel, Keith Rogers, Jeff Herzog, Brian Edwards, Matthew Campbell

Voting Against: None

4. Discussion Items and Updates:

4.a. Updates on the property owner outreach program.

- None

4.b. Update on trail cameras.

- Cameras intended for site and equipment security (monitoring stands, feeders, potential vandalism), not wildlife observation.
- Replacement SD cards discussed but not yet purchased; suggestion to buy extra cards for field swaps.
- Cameras to be signed out and tracked; responsibility outlined for losses.

4.c. Update on harvester qualifying events to date.

- As of August 5, eleven harvesters qualified for shooting skills; only six have completed full background and application process.
- Low attendance noted at events despite intent to participate.
- Issue clarified: applicants can qualify their shooting at any stage, process not strictly linear.
- Recommendation to re-engage with KBAY Radio (contact Mac) for promotional coverage and to advertise qualification events.
- City to set up dedicated wildlife event calendar on website, listing all qualifying/harvesting events and relevant details for easy public access.

4.d. **Dates to Remember:**

Aug. 2nd - Qualifying 8-11am

Aug. 10th, 17th, 24th - Deer Survey

Aug. 13th - Qualifying 6-8pm

Aug. 30th - Qualifying 8-11am

Sept. 6th - Qualifying 8-11am

- The August 30th date canceled for the holiday weekend.
- Added August 16th at Oak Ridge Archery Club in Lago Vista 8-11am

4.e. Discuss WAC facility to include updates with PD and Streets and key access.

- Processing facility procedures, access keys discussed (two sets, controlled distribution).

5. Action Items

5.a. Discuss, consider, and take appropriate action regarding Wildlife Committee memberships.

- Open call for new committee applicants; must be resident or property owner; application available online and requires Council approval.

Moved by Jeff Herzog; seconded by Mark Henshaw to accept the resignation of Weston York as alternate who is at college, and move David Nobles as member alternate for personal reasons.

Motion Passed: 8 - 0

Voting For: Mark Henshaw, James Matula, Peter Hutnick, Brad Hammel, Keith Rogers, Jeff Herzog, Brian Edwards, Matthew Campbell

Voting Against: None

5.b. Discuss, consider and take appropriate action regarding the harvester outreach program and the requirement for a background check.

- Requirement for a certified background check, not online-only version, reaffirmed.
- Chief explained need due to access to secured city property/facilities.
- Police cannot run background checks on behalf of program participants for non-criminal purposes (state regulation).
- LTC (License to Carry) recognized as separate from this requirement.
- No action taken.

5.c. Discuss, consider, and take appropriate action regarding the harvester scheduling process.

Calendar & Booking System:

- New online reservation system to be rolled out for qualified harvesters, includes visible dates, site locations, waitlist function.
- Access to scheduling system to be enabled after September 8 meeting; no advance bookings before then.

Check-In/Check-Out Procedures:

- Discussion about required hunter check-in at central processing station before hunting; alternatives considered for phone-in check-out.
- Check-in/out key for ensuring safety and for recordkeeping/log compliance.
- Further details to be revisited and finalized at next meeting.

Days of Operation:

- Proposal to blackout some days (e.g., Sundays, holidays); further discussion deferred to next meeting.
- Consensus not to hunt on Thanksgiving, Christmas, and New Year's; other blackout dates to be reviewed.

Contact System for Site Supervision:

- Discussion of a dedicated city cell phone or call-forwarding solution for volunteers on duty to facilitate on-the-spot coordination.
- Suggestion for shift rotation among committee members for check-in duty; logistics and coverage to be planned.

Harvest Site Assignments:

- Confirmed that full access to detailed maps and schedules will be provided at time of event booking.

5.d. Discuss, consider, and take appropriate action regarding updates on the deer processing wall.

- Expected completion date of August 8th.
- No action taken.

5.e. Discuss, consider and take appropriate action regarding equipment replacement and procurement.

List of needed items compiled:

- Bow-hanging clips, 50 bags of corn (feeder refill), 10 feeder batteries (12V rechargeable), 20+ AA batteries for timers, two folding tables for processing, lopping shears, deer carts (at least three), 50-ft water hose with nozzle, large pop-up blind (ADA accessible), extra SD cards, LED lighting and waterproof electrical supplies for processing center.
- Concerns raised about number/type of deer carts and distribution, especially for accessibility.
- Equipment research, sourcing, and specific model/price info to be gathered and provided before purchase requests.

A subcommittee of 3 members to be in charge of the equipment process and procurement was formed.

Moved by Brad Hammel; seconded by Jeff Herzog to give this committee of three

the ability to make that purchase request based on their knowledge of the equipment.

Motion Passed: 8 - 0

Voting For: Mark Henshaw, James Matula, Peter Hutnick, Brad Hammel, Keith Rogers, Jeff Herzog, Brian Edwards, Matthew Campbell

Voting Against: None

5.f. Discuss, consider and take appropriate action regarding informal workshops to construct stands and relocate equipment to harvest sites.

- Committee to send small volunteer crews (max 3 committee members at a time) to assist surveyor to avoid quorum issue.
- Subsequent informal “workshops” for stand construction and site setup to follow as survey results are finalized.

5.g. Discuss, consider and take appropriate action regarding harvest sites to include plans to survey the sites.

- All 13 potential harvest sites mapped; commitment to survey and finalize 10 for active use (with 3 as alternates if needed).
- Survey plan coordinated with Tom Holland (surveyor); to be completed over multiple mornings/weekends, not anticipated as one-day task.

6. Future Agenda Items

6.a. Next meeting - September 8th (moved because of Labor Day on the 1st)

1. Update Website:

Michael Simmons’ feedback to be actioned: all program changes, especially broadcast requirements, to be promptly posted on the official city website.

2. Outreach Calendar:

Dawn to develop and implement a dedicated wildlife program/event calendar on the city website.

3. Contact KBAY:

Peter Hutnick to follow up with KBAY Radio’s Mac for scheduled interview/promotion.

4. Purchase Extra SD Cards:

Chief Ortis/team to purchase at least three replacement cards and other necessary equipment per subcommittee’s list.

5. Finalize Event Dates:

Adjust and publish schedule to avoid conflicts with major holidays or weekends.

6. Survey Harvest Sites:

Keith Rogers to coordinate with Tom Holland for property boundary marking and

subsequent site setup workshops.

7. Set Check-in/Check-out Procedures:

Committee to finalize process by next meeting, including supervision shifts and contact info (potential city cell phone).

8. Committee Recruitment:

Continue soliciting applications for open committee positions.

9. Bus Route Coordination:

Contact MFISD bus barn for finalized school bus route schedules to set safe hunting start/end times near school routes.

10. Further Discussion Needed:

- Finalize blackout dates for harvesting (e.g., Sundays, holidays).
- Set committee/volunteer supervision schedules for check-in, detail a flexible shift system.
- Confirm details on communication/notification system (city cell phone, call forwarding, etc.).
- Confirm ADA ground blind numbers/locations as site surveys are completed.
- Revisit and adjust hunter check-in/out protocols as needed for operational efficiency.

7. Adjournment

With no further business or discussion, Peter Hutnick adjourned the meeting at 7:12pm.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Wildlife Advisory Committee meeting of August 4, 2025.

Peter Hutnick, Chair
