



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

MONDAY, OCTOBER 6, 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 September 24, 2025.

4. Discussion Items

4.a. Update on the number of deer harvested in the first 10 days of the program, donations, etc.

4.b. Update on any issues, concerns or police involvement in the first 10 days of the program (e.g., lost arrows/bolts, lost deer, homeowner concerns).

4.c. Update on information from TPWD.

4.d. Update on harvest site setup progress and any remaining items.

4.e. Update on survey of the sites.

4.f. Update on the use of the lockbox and its usefulness.

4.g. Discuss and consider the status and options for a 501(c)3 non-profit set up.

4.h. Discuss the communication protocols between the WAC members and City administration.

5. Action Items

5.a. Discuss, consider and take appropriate action regarding changes to the WAC membership.

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

5.c. Discuss, consider and take appropriate action regarding any necessary changes or modifications to the WAC facility and practice set-up site.

5.d. Discuss, consider and take appropriate action regarding the calendar of events 2025-2026

including test/retest and blackout dates.

- 5.e. Discuss, consider and take appropriate action regarding the property owner outreach program.
- 5.f. Discuss, consider and take appropriate action regarding "field dressing" procedures - getting the information to the harvesters.
- 5.g. Discuss, consider, and take appropriate action regarding any necessary updates to the current forms, administration of scheduling software, and process training.
- 5.h. Discuss, consider and take appropriate action regarding harvester outreach and violations of laws or rules by harvesters, including violations of Ordinance 733-A, Exhibit A.
- 5.i. Discuss, consider, and take appropriate action regarding the prerequisites and criteria for the "Earn a Buck" process.

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 30th 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
WEDNESDAY, SEPTEMBER 24, 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.
Brad Hammel and Tommy Moore were not in attendance.

2. Citizen Comments

No comments.

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from September 8, 2025.

Moved by Jeff Herzog; seconded by Mark Henshaw to approve the minutes from September 8, 2025..

Motion Passed: 6 - 0

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

4. Discussion Items

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

- 9 feeders operational, 8 stands erected; 9th site (handicap pop-up) scheduled for completion on Friday.
- All feeders tested; feeding times may need further adjustment.
- One confirmed ground blind site for handicapped hunters; potential for another at GS2 but boundaries need clarification.

4.b. Discussion of administration for scheduling software.

- Sites available only after setup completion.

- 20 total booking slots for opening weekend—10 per day, Saturday and Sunday.
- Harvester-support scheduling incorporated ("shed duty"); all harvesters/support staff must be added by admin for user rights to view bookings.
- Training/help requested by members to use online schedule/app.

5. Action Items

- 5.a. Discuss, consider and take appropriate action regarding the harvester outreach program.

Application Stats:

- 90 applications received.
- 36 approved for background checks.
- 67 vetted by archery test (7 failed shooting proficiency and must wait one month to retest, per ordinance).

Certification Process:

- New requirement (per aide's review of ordinance): Each harvester must sign an acknowledgment of guidelines (Attachment A)—to be printed/distributed.
- All necessary forms to be signed before first hunt, including liability waiver, indemnification, registration form, and property owner permissions.

Testing/Retraining:

- Those who fail proficiency may retake once per month.
- Additional retest days proposed for work/family schedule flexibility.
- Emphasis on maintaining an inclusive, inviting attitude to avoid public complaints or negative publicity; goal is to certify as many safe, qualified harvesters as possible.

No action taken.

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

Harvesting Session Times: Morning: 8 to 10 AM; Evening: 4 to 6 PM (subject to seasonal daylight changes; future bookings after 8–11 and 4–7 slots adjusted accordingly).

Blackout Dates:

- Thanksgiving week: Monday, November 24 through Sunday, November 30 (entire week)
- Christmas/New Year: December 21 through January 1

No action taken.

- 5.c. Discuss, consider and take appropriate action regarding additional staff for harvesting days.

No action taken.

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

- Sufficient corn, feeders, batteries, extra game cameras in stock; some replacement SD cards, clips, cordage may be needed.
- An additional spare tripod stand is located on a private lot, to be reclaimed.

No action was taken.

- 5.e. Discuss, consider and take appropriate action regarding the calendar of events 2025 especially test dates and equipment set up dates.

- An additional skill testing date is scheduled for October 18th from 8am-11am.

- 5.f. Discuss, consider and take appropriate action regarding procedures for harvesters donating deer to WAC.

Donation Procedures:

- The transfer/resource document (TPWD) is filled for any donated deer, as a precaution until the official position from the game warden is clarified.
- Collection for food banks/Hunters for the Hungry: Thursday at 6 PM, set as the drop-off day before processor delivery on Friday.
- Only field-dressed deer to be donated; visual/smell checks for meat quality. If in doubt, disposal is permitted but will seek further clarification from the game warden.

5.g. Discuss, consider and take appropriate action regarding "field dressing" procedures.

Recordkeeping:

- Detailed "harvest log" binder prepared for the shed, includes maps, checklists, TPWD guidelines, tagging processes, aging/scoring guides, plastic bags, scissors, tape, etc.
- Tags: Paper tags to be placed in zip-tied bag on each deer.
- Aging and weighing: Field-dressed weights to be recorded; approximation formulas permitted if not gutted onsite.

Disposal Site: Gutting/field-dressing area and official disposal set up with barrels and drop-off location, coordinated with public works.

6. Future Agenda Items

- "Earn a Buck"/Buck Tag prerequisites and criteria.
- Additional blackout dates (late January, as needed).
- Outreach strategies (homeowner/harvester).
- Status and options for 501(c)3 non-profit setup.
- Update from Game Warden on donation/tag/processing procedures.
- Equipment replacement needs/status.
- Additional test/retest scheduled dates (November).
- Updates to forms, software, and process training.

7. Adjournment

With no further discussion or business, the meeting was adjourned at 8:03pm.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Wildlife Advisory Committee meeting of September 24, 2025.

Peter Hutnick, Chair _____



City of Granite Shoals – Wildlife Advisory Committee

LANDOWNER PERMISSION FORM

Name of Property Owner _____

Lot Address or Parcel Number(s) (the “Premises”):

This Landowner Permission Form (referred to as “Permission” hereafter) is entered into as of the _____ day of _____, 20____ between _____ (hereinafter referred to as “Lessor”) and the Wildlife Advisory Committee of the City of Granite Shoals, Texas (the “WAC”). Subject to the terms and conditions set forth in this Agreement, Lessor does hereby grant to WAC the exclusive right to access and hunt on the Premises described above using only methods permitted by the City’s deer management program.

By this Permission, the WAC and its members shall be entitled to kill and remove, or remove, from the Premises buck deer and doe deer pursuant to the deer management program adopted by the City Council of Granite Shoals, Texas and implemented by the WAC. All animals harvested shall be removed and cleaned or disposed of offsite.

The WAC has permission to (check below):

- _____ Access my property to retrieve deer harvested by WAC members
_____ Set up a harvesting site on the Premises.

The WAC and its members shall at all times obey all state and federal laws and regulations and observe the rules of safe bow handling and usage.

The WAC and its members will contact Lessor in advance of conducting any hunting activities on the Premises, and will exercise proper care of the Premises while doing so. The WAC may erect deer blinds and put up tree stands on the Premises, but not in a manner that damages trees located on the Premises. The WAC will remove blinds and tree stands upon termination of this Permission.

The Lessor agree to protect, defend, indemnify, and hold the WAC and the City of Granite Shoals harmless from any and all liability, claims, demands, causes of action of every kind without limit and regardless to the cause of the harm to any person or property on the Premises or for any actions on the Premises that cause harm to any person or property outside of the Premises.

Terms of the Permission are to be interpreted according to the laws of the State of Texas without regard to conflict of law provisions. If a dispute arises under the Permission, then a court of Burnet County will have jurisdiction.

The Lessor may terminate this Permission at any time.

In witness whereof, the parties below have set their hands this the _____ day of _____, 20____.

WAC: _____ DATE: _____

Printed Name: _____

Lessor: _____ DATE: _____

Printed Name: _____

By my signature above, I certify that I am the landowner of the above-described property or a specifically authorized agent for the landowner, and will provide documentation thereof. An authorized agent is defined as any person with verbal or written authorization to make decisions on behalf of the landowner. I also certify that the information contained in this Permission is true and correct to the best of my knowledge.

HARVESTER CHECKLIST – June 2025

Pre-Hunt Preparation

- ☒ Park in a **conspicuous location** or **adjacent to the harvest site**.
- ☒ Wear **at least 400 sq. in. of blaze orange** at all times.
- ☒ Ensure **all bolts/arrows**: (air bows allowed in rifle season only)
 - Have **minimum 1.5” fixed or mechanical broadheads**.
 - Are labeled with **your name and address**.
 - Have **LED nocks** (highly recommended, not required).

Tree Stand Safety

- ☒ Use a **harness** when hunting from a tree stand (**required**).

Shooting Conditions

- ☒ **Deer must be in front of the provided backstop** before shooting.
- ☒ **Do not shoot** if **pedestrian or vehicle traffic** is visible or audible on nearby roads — **wait until clear**.
- ☒ If harassed, please film encounter for GSPD

Post-Shot Procedure

- ☒ You have **35 minutes** to retrieve and secure a shot deer.
 - If unsuccessful, **call for assistance**.
- ☒ If deer expires on **adjoining occupied property**, **attempt to notify the owner first**.

After Securing the Deer

- ☒ Continue hunting if desired.
- ☒ **Care for the animal properly**.
 - If hot and no cooling available, proceed directly to the **city’s processing facility**.
- ☒ **No field dressing** allowed at harvest locations.

Processing & Documentation

- ☒ Call the **designated WAC contact** to meet at the **city processing facility**.
- ☒ Complete **MLDP information** for each animal.
 - Tags will be issued after completion.
 - **Properly tag** your harvest.

Processing Options

- ☒ You may:
 - **Gut the harvest at the city facility** and dispose of waste properly.
 - **Take it for private processing**, following state law.
- ☒ If donating the deer, **hang it in the city cooler**.

Exhibit “A”
CITY OF GRANITE SHOALS, TEXAS

ANNUAL WILDLIFE MANAGEMENT HARVESTING PROGRAM
WILDLIFE HARVESTING TEAM REQUIREMENTS AND TESTING

TEAM MEMBERS:

1. MEMBERSHIP WILL VARY ANNUALLY BASED ON HARVEST DEMAND AND THE SUPPLY OF QUALIFYING HARVESTERS
2. PREFERRED LOCAL RESIDENCE

REQUIREMENTS FOR TEAM MEMBERSHIP:

1. MINIMUM 18 YEARS OF AGE
2. POSSESS ANY LAWFUL ARCHERY MEANS AS DESCRIBED BY TPWD
3. POSSESS A TEXAS HUNTING LICENSE
4. POSSESS A TEXAS BOWHUNTER EDUCATION CERTIFICATE
5. POSSESS A CELL/SMART PHONE WITH CAMERA AND TEXTING AND/OR EMAIL ABILITY
6. POSSESS A VALID TEXAS DRIVERS LICENSE AND THEIR OWN TRANSPORTATION
7. ATTEND AN OVERVIEW OF THE OVERALL WILDLIFE MANAGEMENT PROGRAM GOALS, REQUIREMENTS, AND THE LAW
 - a. WHEN TO CALL FOR ASSISTANCE
 - b. WHEN TO SAY “NO” TO A SITUATION

PROFICIENCY TEST REQUIRMENTS:

1. FIFTEEN (15) QUESTION EXAMINATION WILL BE ADMINISTERED WITH A 100% PASSING SCORE REQUIRED (MAXIMUM 1 ATTEMPT)
2. TEN (10) PHOTOS / PICTURES WITH ‘SHOOT OR NO SHOOT’ SITUATIONS EXAM WILL BE ADMINISTERED. A 100% SCORE IS REQUIRED TO PASS. (MAXIMUM 1 ATTEMPT).

PROFICIENCY SHOOTING TEST REQUIREMENTS:

1. USE OF A MINIMUM 1-1/2” FIXED OR MECHANICAL BROADHEAD
2. SHOOT FROM NO LESS THAN 8 FT. ELEVATED HUNTING TYPE PLATFORM

3. SHOOT ONE ARROW/BOLT FULLY OUTFITTED WITH BROADHEAD INTO A 4-INCH DIAMETER BULLSEYE. MAXIMUM OF TWO ATTEMPTS ALLOWED.

4. SHOOT AT A DISTANCE OF 20 YARDS.

QUALIFIED HARVEST TEAM MEMBERSHIP

1. ARCHERS WHO PASS THE PROFICIENCY TESTS BECOME QUALIFIED HARVEST TEAM MEMBERS FOR THE CURRENT SEASON.

2. ARCHERS WHO FAIL EITHER THE TEST OR SHOOTING REQUIREMENTS MAY RETAKE THEM ON A MONTHLY BASIS IN ORDER TO QUALIFY.

The City of Granite Shoals Deer Management Program guidelines

The city's program shall work within the TPWD's Managed Land Deer Program – Conservation Option. (MLDP).

The WAC shall identify all proposed harvest feeder/backstop locations within the City and shall submit a Wildlife Management Plan (WMP) for each selected harvest location to TPWD biologist. Any WMP submitted after August 15 would be reviewed as time allows with no guarantee that tags would be issued prior to season.

Any occupied dwelling within 75 yards of proposed harvest location to be contacted regarding retrieval of animals.

The following documentation must be completed for each harvest location prior to any hunting on that location:

1. Hunting Liability Release Form (completed by hunter)
2. Release, Hold Harmless, and Indemnification Form (completed by hunter)
3. GSPD Registration Form for Deer Management Program (completed by hunter)
4. City Of Granite Shoals Deer Management Program Registration Form (completed by hunter)
5. Program Guidelines Acknowledgment (completed by hunter)
5. Land Use Permission Form (completed by property owner, unless harvest location is city-owned property)
6. Animal Retrieval Permission Form (completed by owner **and** primary occupant of any occupied dwelling within 75 yards of harvest feeder/backstop location, unless occupied dwelling is city-owned property)
7. Any other documentation required by the City

The WAC shall construct and secure all harvest locations. Private landowners may construct and secure their own harvest locations, however, they must be inspected and approved by the WAC before they may be used as part of the Deer Management Program.

All MLDP – conservation option permits shall be issued from TPWD to the individual property owners. It shall be the shared duty of the property owners and the WAC to ensure that the harvester has registered with the City of Granite Shoals.

MLDP – conservation option permit harvesting season is October – February.

No harvesting locations are to be active during the major Holidays (Thanksgiving, Christmas or New Year's Day).

Harvesting to be done by means of MLDP – conservation option tags only.

All harvest locations may be monitored by Granite Shoals Police Department (GSPD), city staff, or members of the WAC, either in person or by video surveillance. Harvesting outside of designated harvest locations will be considered poaching, and appropriate action will be taken.

Stands will be no less than 8' elevated, and no shot shall be more than 20 yards.

Archery Proficiency exam and shooting proficiency test must be completed and passed prior to any harvesting and may be completed using any lawful archery means as described by TPWD.

Any qualified harvest team member not harvesting on his or her own property must be parked in a conspicuous location at or adjacent to the harvesting location when the harvesting occurs.

If an animal expires on an adjoining occupied property, the harvester must make every attempt to notify owner prior to retrieval of the expired animal. In no event shall the harvester retrieve an expired animal from private property without express verbal or written permission from the property owner.

All harvesters must sign liability waiver and other required documentation upon registration.

The WAC shall at all times have discretion to revoke a harvester's membership privileges if the committee determines that such revocation is in the best interest of the city and/or the integrity of the program.

All harvesters must provide proof of a valid hunting license and Texas Bow Hunter Education Certificate.

All animals harvested must be cared for in accordance with state law. Anyone caught violating these requirements will be turned over to the appropriate law enforcement authority.

Harvesters must take all harvest animals to the Deer Management Program's processing facility so the statistics required for the MLDP can be recorded. Harvesters may keep the harvest or donate it to the City.

Disposal of field dress waste at harvest sites is strictly prohibited. Field dress waste may be disposed of at the City's processing facility or privately in accordance with state law. Any harvester found to have improperly discarded field dress waste will have his or her membership revoked.

The program is a "one shot" program: once you shoot a deer, that deer is to be recovered before another shot can be taken. Furthermore, the harvester must make every attempt to recover the arrow/bolt.

Harvesters will adhere to rigorous time-lines for locating an animal, if animal is not found within 35 minutes of shot, archer must call for help from the designated WAC contact for that harvest location.

All harvesters must be registered with the Granite Shoals Police Department, even if harvesting is being done on private property.

A harvesters discharging any archery equipment shall use reasonable care to ensure the arrow/bolt does not cross any property line and enter any other property on which the harvester does not have permission to hunt. The discharge of an arrow across or over the boundaries of other property for which no permission has been given by the property owner shall create a rebuttable presumption that the use of the archery equipment was not conducted with reasonable care, and the harvester's membership will be revoked.

Harvest team members shall serve on a volunteer basis only and without financial compensation. The harvester will be responsible for lawful recovery and disposal of the harvested animal in the manner provided by state law.

Archery Equipment

Harvesters must wear a minimum of 400 square inches of blaze orange while outside of his/her vehicle. A harvester may carry a knife to dispatch deer if needed.

All harvesters must provide their own safety harnesses, and a safety harness must be used at all times. Any harvester caught not using a safety harness will be asked to leave the harvest location, and his or her membership privileges will be revoked.

All harvesters must use fixed or mechanical broadheads with a minimum 1.5” cutting width.

All bolts/arrows must have the harvester’s identifying mark (name, address) on them.

LED nocks are not required but highly recommended.

I _____ hereby agree to the terms of the program and understand that a violation of these terms could result in revocation of all harvesting privileges under the program and/or legal charges.

Signature _____

Date _____

Program Schedule of events

Feb-March

Obtain Council approval for any recommended modifications to the program.

April

Continue gathering information regarding locations, and schedule Town Hall Meeting for education about the program, and meet with TPWD about program details. Start contacting harvesters. Plan Town Hall meeting(s) and schedule Bowhunter Education class(es).

May – June – July

Conduct Town Hall Meeting(s) and Bow Hunter Education class(es). Have all program related documents approved and ready. Contact harvesters. Conduct administrative work on-line with TPWD to register locations and personnel. Contact TPWD about planning of deer census, start contacting residences and gaining proper documentation. Begin/Conduct Deer Census. Continue gathering documentation. Clear and construct backstops at hunt locations.

August

1st round of qualifying harvest team members, qualified harvest team members meeting, set up hunt stands and notify occupied property owners within 75 yards of hunt locations. WMP’s submitted to TPWD for approval, weigh station set up.

September

Harvest location stands to be set up and secured. MLDP – conservation option tags issued. Qualify hunters.

October

Qualify harvest team members. Hunting starts.

November

Qualify harvest team members. Hunting continues. 1st report to City Council with results.

December

Qualify harvest team members. Hunting continues. No report unless issues present

January

Qualify harvest team members. Hunting continues. 2nd report to City Council with results.

February

Qualify harvest team members, hunting ends.

March

Final report to City Council with season results. Results and documentation sent to TPWD.

The following plan and timeline was developed to by the Wildlife Committee of Granite Shoals and provided to TPWD.

Granite Shoals Wildlife Management Plan

April approval from City Council of No Feeding Ordinance

July deer census to be completed by WAC.

August 1 WMPs for selected harvest locations submitted to TPWD biologist. Any WMP submitted after Aug. 15 would be reviewed as time allows with no guarantee that tags would be issued prior to season.

August- Any occupied dwelling within 75 yards of harvest location to be contacted regarding retrieval of animals, written permission form completed.

September harvest locations to be constructed and secured
September: All MLD level 1 permits are issued from TPWD to the individual property owner. It is then the property owners' duty to ensure that the guest harvester has registered with the City of Granite Shoals.

MLD level 1 permit hunting starts Sept. _____thru Feb_____.

No hunting locations are to be active during the Holidays.

Harvesting to be done by means of MLD level 1 tags only. It is unlawful to harvest any buck within the city limits. Antlerless only deer to be harvested, at this time NO antlered deer to be taken. Any hunter that harvests an antlered deer will have their hunting privileges revoked immediately.

All hunt stations will be predetermined locations, and may be monitored by GSPD hunting outside of one of these locations will be considered poaching and appropriate action will be taken.

Stands will be no less than 8' elevated, no shot to be more than 20 yds.

Archery Proficiency exam must be completed and passed prior to any harvesting, and may be completed using any lawful archery means as described by TPWD.

Any hunter not hunting on their own property to have a placard on dash of vehicle.
Any animal that expires on an occupied property hunter to make every attempt to notify owner for permission to retrieve expired animal.

All hunters must sign liability waiver upon registration.

The WAC can without prejudice revoke ones hunting privileges if at any time they feel that anyone is compromising the integrity of the program, even if it cannot be proven without reasonable doubt.

All hunters must provide proof of a valid hunting license.

All animals harvested must be cared for in accordance to state law, anyone caught violating these requirements will be turned over to the appropriate authority.

All hunters must dispose of deer carcasses appropriately. I.e. double bag and taken to local landfill or waste disposal company pick up.

All hunters to keep record of approximate yardage that the deer ran from shot location to its place of expiration.

The program is a one shot program, once you shoot a deer that deer is to be recovered before another shot can be taken. Furthermore hunter must make every attempt to recover their arrow/bolt.

All hunters must be registered with the Granite Shoals Police Dept. even if harvesting is being done on private property.

A hunter discharging any archery equipment shall use reasonable care to ensure the arrow does not cross any property line and enter any other property on which the hunter does not have permission to hunt. The discharge of an arrow across or over the boundaries of other property for which no permission has been given by the property owner shall create a rebuttable presumption that the use of the bow and arrow was not conducted within reasonable care and the hunters' privileges may be revoked.

Archery Equipment

All archery equipment and hunting apparel (i.e. camoflaug) to be stored inside of vehicle or dwelling while recovery process is taking place. A hunter may carry a knife to dispatch deer if needed.

All hunters are required to use a string tracking device, and illuminated nock on arrows or bolts.

All harvesters must provide their own Safety harness, and safety harness must be used at all times even if hunter is on private land. Any hunter caught not using a safety harness will be asked to leave the hunt location and their hunting privileges may be revoked.

All hunters must shoot fixed or mechanical broad head with minimum 1.5" cutting width.

I _____ hereby agree to the terms of the program and understand that a violation of these terms could result in revocation and or legal charges.

Signature _____

Date _____