

# **Request for Proposals**

## **Sustainable Jersey: Animals in the Community Pilot Program**

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## Table of Contents

<b>Introduction</b>	<b>1</b>
<b>Pilot Project</b>	<b>2</b>
<b>I. Scope of Work</b>	<b>2</b>
<b>II. Technical Assistance Available</b>	<b>7</b>
<b>III. Eligibility for Funding</b>	<b>8</b>
<b>IV. Period of Performance</b>	<b>9</b>
<b>V. Payment</b>	<b>9</b>
<b>VI. Form of Proposal</b>	<b>9</b>
<b>VII. Proposal Evaluation</b>	<b>10</b>
<b>VIII. RFP Conference</b>	<b>11</b>
<b>Appendix 1. Feral Cats</b>	<b>12</b>
<b>Appendix 2. Trap-Neuter-Release Ordinances</b>	<b>13</b>
<b>Appendix 3. Calculating Pet Populations</b>	<b>28</b>
<b>Appendix 4. Data Management Recommendations</b>	<b>29</b>

## Introduction

Sustainable Jersey ([www.sustainablejersey.com](http://www.sustainablejersey.com)) is a municipal certification program that provides detailed guidance, technical assistance, and small grants to participating communities that want to become sustainable by addressing social, environmental, and economic issues, according to best practices. After registering with the program, New Jersey communities build an application for certification by documenting the successful completion of actions highlighted in the program. Each action includes specific guidance and resources to assist municipal efforts to accomplish it and earn points toward certification.

Addressing public health and safety, fiscal efficiency, responsible pet ownership, conflict resolution, and the protection of wildlife and habitat, the “Animals in the Community” actions include the following: a Companion Animal Management Plan, a Pledge to Support the NJ State Wildlife Action Plan, a wildlife interaction plan (e.g. deer management), and the delivery of animal-related educational programs. To support the development of best practices for Companion Animal Management, The International Fund for Animal Welfare (IFAW) partnered with Sustainable Jersey to create a model for local governments that will not only improve the provision of animal services but also generate revenue.

A team representing state agencies, conservation and animal welfare non-profits, Boards of Health, Animal Control Officers, educators, and law enforcement researched models of good practice in New Jersey and abroad. Just as New Jersey ranks well on animal welfare indicators when compared with many other states, there are many examples at the municipal level of good practice and innovation that seek to address the perennial problems faced by communities when dealing with certain cat and dog issues, most usually caused by irresponsible pet ownership.

Many communities consider The City of Calgary Animal & Bylaw Services’ animal programs to be amongst the most successful programs on the continent. This is based on statistics such as Calgary’s 88% return-to-owner rate for dogs and a 55% return to owner rate for cats, which result in Calgary’s low dog and cat euthanasia rates. These successes, along with a steady decrease in the number of aggressive dog incidents, have all been accomplished without specific breed banning or regulation of the number of dogs and cats that citizens are allowed to own. Calgary’s animal programs are also self-funding with no tax supported dollars used to develop and provide the services. Calgary’s successful dog licensing scheme has 108,000 licensed dogs (90% compliance as compared with 10-20% in most North American cities). Proceeds from licensing and fines are directed back to animal services to support an operating budget of \$5.4 million.

With adaptations for local conditions, the Sustainable Jersey Companion Animal model promoted in this Request for Proposals (RFP) aspires to replicate such successes and is therefore based on the ‘Calgary model’ framework using best practices already existing within New Jersey. The model focuses on engaging the community and enabling local entities to provide valued services through education, enhanced operations, and the creation of legal frameworks that support improved outcomes. In partnership with Sustainable Jersey, IFAW is releasing this RFP to identify a pilot community to implement this best practices model for the delivery of animal services.

The goals for this pilot program are to develop an integrated, community-centered, and self-supporting approach to the management of dogs and cats, including free-roaming cats (see Appendix 1), the prevention of zoonotic diseases, the minimization of indiscriminate euthanasia, and disaster preparedness that addresses domestic animals. Ultimately communities using this model are expected to sustain these programs on an ongoing basis using the funds generated by community compliance with animal licensing requirements as well as support structures, such as “Friends of” organizations that can collect donations. It is estimated that in most communities, licensing compliance is often not higher than 20%. By increasing this rate through a combination of education and enforcement, substantial funds can be generated on an annual basis. Estimated additional revenue generation in a community of 40,000 residents could be as high as \$80,000 - \$90,000 per annum.

**Pilot Project**

A pilot program community will be selected through this RFP, and the applicant will be responsible for the deliverables outlined in the Scope of Work (see *Section I*). Program staff will host a conference in October 2011 to provide further information. Visit Sustainable Jersey’s website for details and updates [http://sustainablejersey.com/about.php?sec\\_num=10](http://sustainablejersey.com/about.php?sec_num=10)

<b>Proposed Selection Timetable</b>	<b>Date</b>
Conference for Proposers	Early October 2011
Final Proposal Due	December 2, 2011
Selection of Pilot	Expected December 2011
Approximate Contract Period	December 2011-December 2012

**I. Scope of Work**

A. Address any eligibility deficiencies such as the creation of a “Friends of” organization to support municipal efforts.

B. Create a legal framework to support enhanced municipal animal services. Revise current ordinances and develop new ones to address the issues outlined below. While recommendations are provided here, communities are encouraged to propose alternative courses of action to address these objectives if desired.

1. Require licensing of pet cats and include special licensing requirements for catteries (i.e. cat breeding facilities). Exempt (i.e. do not apply individual licensing requirements to) feral cats in colonies managed through a municipally-approved Trap-Neuter-Return program. Create an alternative method of ensuring that feral cats in managed colonies are vaccinated against rabies and altered. Methods may include adoption of a Trap-Neuter-Return ordinance (sample provided in Appendix 2), colony licensing, colony registration, or requirements for non-profits engaged in TNR to use a colony tracking database and maintain records of individual cats for inspection by the Health

Department as requested.

2. Use recommended annual licensing fees (includes all fees set under N.J.S.A. 4:19-15.3) of at least \$15.00 per un-neutered and \$10 for spay/neutered dogs or cats. To mitigate against excessive fees, require full fees for the first and second animal in the household (count intact animals first) but charge no fees for additional cat licenses. By having a moderate cost of licensing, communities can generate the funds needed to create a self-sustaining program.
3. If the community institutes cat colony licensing, licenses should be awarded without fees to support the work that ultimately saves the community money.
4. Enforce a \$50.00 fine for failure to comply with licensing requirements.
5. Enforce state laws regarding kennels, which require licensure and annual inspections. “Kennels” are defined as, “any establishment wherein or whereupon the business of boarding or selling dogs or breeding dogs for sale is carried on, except for a pet shop.” Indicators of true breeding kennels include: the regular and purposeful breeding, routine sale of dogs/pups to the public, advertisements, business name, and tax identification number. Dogs living in kennels are exempt from individual dog licensing requirements. Fees are \$10.00 for kennels with ten or less dogs and \$25.00 for kennels with more than ten dogs. These fees are to be placed in a special municipal account designated for animal control purposes the same as is required for individual dog license fees.

Similar to Kennels above, enforce state laws that require \$10 pet shop license fees.

6. Excluding those remitted to the State, guarantee that all fees collected through licensing and fines will be dedicated to the support of Municipal Animal Services.
7. Unless municipal Animal Control Officers are the exclusive providers of TNR services, adopt TNR ordinances allowing responsible and trained community groups or municipal volunteer committees to reduce feral cat colonies and improve responsible guardianship of free-roaming cats in cooperation with the health department.
8. Repeal ordinances that set limits to pet ownership unrelated to specific public health concerns. Instead, enforce nuisance laws and educate pet owners about being responsible neighbors. (Note: Breed specific legislation is inconsistent with N.J.S. 4:19-36 and is not necessary for creating safe communities.)

C. Adopt the following goals for Animal Control Services

1. Solicit community involvement

2. Encourage responsible pet ownership
3. Prioritize re-uniting lost cats and dogs with their owners
4. Reduce need for indiscriminate euthanasia as a means of population control
5. Improve feral cat management to eventually eradicate colonies
  - a. Nuisance abatement procedures are in place as the first step to handling nuisance complaints about free-roaming cats. These include devising a location-specific cat management plan, using deterrence devices and cat containment systems like Cat Fence-In and Purrfect Fencing, and mediation
6. Provide adequate guardianship for feral cats
  - a. All free-roaming cats are spayed/neutered and vaccinated against rabies
  - b. Adequate food, water, and shelter is available
  - c. Reasonable steps are taken to provide rabies boosters to every colony cat, which include efforts to re-trap each cat before the expiration of the previous rabies shot and use of advanced trapping methods and drop traps where indicated
7. Control zoonotic disease transmission by complying with mandatory rabies vaccination requirements of dogs and basic vaccination of free-roaming colony cats
8. Manage or partner with an animal adoption program to achieve ambitious targets. Aim to increase adoption rates 10% in the first year.
9. Provide a process to help neighbors resolve their animal-related conflicts
10. Promote wildlife and habitat protection by promoting responsible pet ownership that minimizes disturbance to wildlife and habitat
11. Increase dog licensure to 75% compliance; reach 30% compliance for cat licensing. See Appendix 3. for information about calculating pet populations.
12. Canvass residents annually to identify unlicensed dogs and cats

#### D. Implement Best Practices

Select activities from those recommended below to strategically pursue the above goals. Use the performance indicators listed in *Section F. Program Evaluation* to assess outcomes of such efforts.

1. Offer shared services. In addition to intra/inter-municipal efforts, develop public/private relationships and partner with community organizations to enhance services. The following activities are likely to succeed through such partnerships:
  - a. fundraising
  - b. development of foster networks and adoption programs
  - c. training and pet retention programs
  - d. low cost spay/neuter options
  - e. minimization of barriers to low cost spay/neuter (e.g. bulk transport for low income residents, portable clinics, etc).

f. feral cat management

2. Offer rabies clinics. Consider holding free or reduced-price microchip clinics or offer micro-chipping in conjunction with rabies clinics.
3. Work with grantor partners to develop a discount card for local vendors to distribute with licenses to provide additional incentives for compliance.
4. Focus on increasing licensing compliance rates.
5. Solicit donations in addition to license fees.
6. Minimize domestic/wild animal conflict and disturbances. Follow protocols outlined in the NJ Feral Cat and Wildlife Coalition's resources to mitigate risks to critical wildlife and habitat.
7. Where there is a need to control resident behavior, such as allowing dogs off-leash, to protect natural resources, provide alternatives when possible (e.g. dog parks, seasonal or timing restrictions in sensitive habitat to coordinate with wildlife needs, etc). Meet community needs in innovative ways rather than just prohibiting the behavior altogether.
8. Develop emergency response/disaster management plans for the municipal shelter (or contracted shelter) and for the community. IFAW, the Career Development Institute, and other partners will provide technical assistance to aid in the production of a municipal disaster response plan for cats and dogs that is integrated with County and State plans and is compliant with Federal regulations to meet standards for reimbursement.
9. Prioritize reuniting lost pets with owners.
10. Expedite direct community contact with shelter.
11. Offer ACO training for conflict resolution and other continuing education programs.
12. Create the means for collaboration and cooperation between all stakeholders (e.g. residents, business owners, animal welfare organizations, conservation organizations, municipal health officials, animal control officers, law enforcement, etc) with a vested interest in achieving the outcomes.

E. Educational Requirements

Implement educational programs and activities to engage the community and ensure awareness of expectations and requirements.

1. Engage stakeholders; be transparent; identify what education is needed and what community expects from animal services.

2. Provide extensive community education and public relations campaigns on responsible pet ownership.
3. Articulate and market benefits of animal services
  - a. licensing provides a “ticket home”
  - b. fees support delivery of valued services beyond “return to owner” activities
    - protect public safety and health
    - address nuisances and conflicts
    - provide training and support for pet owners (e.g. low cost spay/neuter)
    - emergency planning and response
4. Educate the community about what behavior is required/expected of responsible pet owners including licensing and ordinances requirements, animal welfare principles, and being a considerate neighbor.
5. Ensure the community knows that ordinances are enforced and compliance expected.
6. Deliver public education programs/school programs. The grantor and its partners can provide assistance.
7. Combine education with animal canvassing.
8. Articulate the value of ordinances
  - a) Set the minimum standard of acceptable behavior
  - b) Achieve compliance
  - c) Help pet and non-pet owners to live together
  - d) Provide process for resolution -Investigation, mediation, enforcement

## F. Program Evaluation

Recommendations for collecting, managing, sharing, and disseminating data are outlined in Appendix 4.

1. Evaluate the following performance indicators using the recommended metrics below before implementing the model outlined in this Scope of Work.

### Performance Indicators

- Impounded animal numbers (intake and disposition data)
- Number of Animal-Related complaints
- Adoption Program Implemented
- Responsible Pet Ownership and other educational programs
- Return to owner rates
- Bite incidents
- Euthanasia rate
- Percent of animals licensed
- Number of ordinance/statute infractions charged
- Financial performance
- Feral cat colonies
- pet retention

- free rabies clinics
  - canvassing efforts
2. At the end of the grant period, re-evaluate the performance indicators to report on progress.
  3. Identify additional needs not previously indicated at initiation of pilot program, and outline lessons learned to improve the best practices model for municipal animal services.

## **II. Technical Assistance Available**

Partners supporting this pilot project can offer numerous resources to assist in the successful implementation of this model. Technical assistance opportunities will be discussed in more detail at the Conference for Proposers in September. The following is a summary of organizations and resources available:

### *Animal Protection League of NJ (APLNJ)*

- Assistance developing feral cat management programs and ordinances

### *American Society for the Prevention of Cruelty to Animals (ASPCA)*

- Volunteer Management
- Adoption and foster programs
- Behavior modification
- Data collection
- Funding

### *The Animal Welfare Association (Voorhees, NJ)*

- High volume/High quality (HVHQ) Spay/Neuter training and materials
- Pet Retention Training and materials

### *Animal Welfare Federation of NJ (AWFNJ)*

- Forming successful rescue programs in animal control facilities
- Development of community Trap-Neuter-Release programs
- Assistance with programs for at-risk pet owners

### *Career Development Institute*

- Municipal training and professional development

### *Humane Society of the United States*

- Humane Society University (HSU) professional development resources
- Feral cat management programs
- Curriculum development

### *International Fund for Animal Welfare*

- Train and advise communities on risk reduction, disaster preparedness, and emergency response

### *NJ Audubon Society*

- Assistance developing feral cat management programs with wildlife protection elements

### *NJ Department of Health, Office of Animal Welfare*

- Canvas training
- Pet retention training

*Point Pleasant Beach, NJ*

- Assistance developing a municipal Animal Welfare Committee
- Assistance developing Trap-Neuter-Release programs, municipal ordinances regarding care and management of feral cats
- Fundraising
- Establishing kitten foster and adoption programs

### **III. Eligibility for Funding**

Local governing bodies in the state of New Jersey that are registered with the Sustainable Jersey Program ([www.sustainablejersey.com](http://www.sustainablejersey.com)) are eligible to apply for this opportunity.

In order to be considered for funding, the applicant must demonstrate the following criteria are met:

- A. The community must have its own Board of Health (Governing Body or Autonomous) or demonstrate in writing that the entity responsible for such services supports this endeavor.
- B. The community must have Animal Control Officers in sufficient number to meet the state requirements for 24/7 coverage. If the ACOs do not exclusively service the municipal applicant, demonstrate their support for this endeavor in writing.
- C. The community must have an animal shelter fully controlled by applicant or partner with a contracted shelter that agrees to support this endeavor in writing. The shelter must attest to meeting the following standards:
  1. Operates standards of care in accordance with those provided by the Association of Shelter Veterinarians.
  2. Provides, or works in conjunction with a provider of, low cost spay / neuter.
  3. Provide education materials and community and media outreach services.
  4. Provides advice and support on animal behavior.
  5. Prioritizes owner retention through vigilant efforts to return stray animals to owners and providing support and guidance to owners seeking to relinquish animals.
  6. Works in partnership with community stakeholders with an interest in companion animal welfare to address root cause of local animal welfare issues.
- D. The community must have its own Health Department or demonstrate that the Health Officers support this endeavor in writing.
- E. The community must have a “Friends of” organization or other structure that can provide support to municipal operations. If none exist, the community must be able and willing to create such a group.

- F. The community must have an effective data tracking system in place that meets the standards of the Asilomar Accords or a similar recognized system.
- G. Have baseline data available for the following parameters: adoption programs, public education programs, pet retention, licensing, free rabies clinics, canvassing efforts.
- H. The ability to measure all, or most of the performance indicators, outlined in Section I. F. While significant changes in the indicators is a long-term goal, progress toward such targets should be tracked regularly.

#### **IV. Period of Performance**

The International Fund for Animal Welfare intends to award a 12-month contract commencing in December 2011 or January 2012 and ending in December 2012.

#### **V. Payment**

The maximum award that will be granted for this opportunity is \$50,000. Half of the contract fee will be paid upon execution of the agreement. One quarter will be paid upon delivery of a satisfactory interim report. The final quarter will be paid upon completion of the project.

#### **VI. Form of Proposal**

**Please do not inquire about this RFP directly, and attend the RFP conference for proposers in October 2011 for more information.**

Applicants must submit an electronic copy in MS Word, Excel, and/or Adobe PDF of the proposal by December 2, 2011. Submit requested materials to:

Patricia Ruby  
Program Manager  
Institute for Sustainability Planning and Governance  
Municipal Land Use Center at The College of New Jersey  
rubyp@tcnj.edu

Format:

Proposals should consist of 12 point font, and applicants are encouraged not to exceed 15 pages excluding cover pages, resolutions, and similar supporting documents.

The local governing body must adopt a resolution in support of this proposal and committing to the aspirations described in the Scope of Work. Include a signed and dated copy of the adopted resolution with the proposal.

Submit evidence of commitment from the township manager or administrator and the health officer. Additionally, provide a letter of support from the chairman of the board of education and/or

superintendent of schools endorsing the community's participation in the Animals in the Community Pilot Program and agreeing to assist in distributing animal welfare and pet education materials in the local schools.

Provide documentation to demonstrate that all eligibility criteria (*Section III*) are met. If partnering with a contracted shelter, submit a contract amendment that demonstrates their commitment to this project, and submit documentation that the shelter has attested to meeting the standards outlined in *Section III.C*.

Identify a primary contact for project management purposes and provide contact information including phone number, email address, and mailing address. Include a cover page with this contact information and the name of the community on whose behalf the application is submitted. Also include a Table of Contents that corresponds to the RFP components.

#### Description of Community:

Include a description of the community including information related to current animal services and relevant conditions. Describe responsibilities of key personnel working on this project and how the primary contact will interact with staff and partners. Also detail how this designee will communicate with the grantor's project manager.

#### Work Plan and Budget:

Include a work plan with a timeline of one year that addresses the Scope of Work. For each component in the scope, describe the approach for addressing it and how progress will be measured. Include the performance indicators when detailing evaluation methods. Also include details about existing partners and resources that will support each effort and explain how funds from the grant will be utilized to supplement these resources in order to achieve the program goals. Note for which components technical assistance from the grantor and its partners is requested.

Provide a detailed budget consistent with the work plan timeline that indicates how grant funds as well as any additional resources will be allotted to the required activities and deliverables. Budgets for grant funds are not to exceed \$50,000.

### **VII. Proposal Evaluation**

The proposals will be evaluated according to the following criteria:

1. Eligibility of applicant
2. Ability to meet requirements
3. Resources, commitment, and capacity to succeed
4. Approach to Scope of Work
5. Cost Effectiveness

The International Fund for Animal Welfare reserves the right to accept or reject any or all proposals submitted, waive minor irregularities in proposals, request additional information or revisions to applications, and to negotiate with any or all applicants.

### **VIII. RFP Conference for Proposers**

Please do not inquire about this RFP directly, and attend the conference for applicants to learn more about this opportunity.

A meeting will be held in October 2011, and a conference line will be available for those unable to attend in person. Information will be available at [http://sustainablejersey.com/about.php?sec\\_num=10](http://sustainablejersey.com/about.php?sec_num=10).

## Appendix 1. Feral cats

In Calgary, and in New Jersey as well, the humane management of feral cats is a key component to creating a sustainable and self-supporting animal control program. Free-roaming cats potentially pose public health risks and endanger wildlife in addition to creating nuisances. Almost all municipalities in New Jersey have a large feral cat population, and they make up the majority of animals impounded and euthanized at taxpayer expense. The traditional method of handling feral cat populations involved municipal animal control officers trapping cats in response to complaints, impounding the trapped cats for the legally required time period, and then euthanizing them.

Although practiced in many municipalities, this approach has not led to a reduction in feral cat populations; to the contrary, many municipalities spend an increasing amount of resources every year to euthanize an increasing number of feral cats without achieving a reduction in the numbers of feral cats in the community or a decrease in public health or nuisance concerns. Due to the fact that animal control officers have limited time and resources and cannot trap a significant portion of the feral cats in the town at any one time, remaining cats reproduce so quickly that they almost immediately replace the ones removed by animal control.

In an interview, Mark Kumpf, past president of the National Animal Control Association, likened this approach to “bailing the ocean with a thimble,” and stated that “there’s no department that I’m aware of that has enough money in their budget to simply practice the old capture-and-euthanize policy; nature just keeps having more kittens.” In addition, residents often do not report the presence of feral cats to animal control if they know that the cats will be euthanized, which leads to large numbers of feral cats that the town simply does not know about until they reproduce to such an extent that nuisance complaints are generated.

Calgary saw a reduction in feral cat numbers and associated complaints, as well as a reduction in costs to taxpayers, by engaging the local humane society to have volunteers aggressively trap cats, neuter them, and then continue to monitor and manage them. This method of control is called Trap, Neuter, Return (TNR). Over 140 New Jersey municipalities already have some form of officially sanctioned TNR programs, established either through ordinance, resolution, formal or informal agreements with shelters and rescue groups, or animal control officers performing TNR. Many of these municipalities have, like Calgary, reported large reductions in feral cat numbers and complaints about free-roaming cats, as well as significantly reduced impoundments, euthanasia, and costs.

For these reasons, this RFP requires communities to devise and implement a solution to feral cat control that reaches beyond the traditional methods and engages community resources such as shelters, rescue groups, low-cost spay/neuter clinics, and community residents. The goal is to implement a program that reduces feral cat numbers, ensures that the majority of free-roaming cats are vaccinated against rabies, lessens public nuisance complaints, reduces costs to the town, and positively engages residents to assist with successful management of free-roaming cats.

## Appendix 2. Trap-Neuter-Release Ordinances

Mt. Olive Township

[Adopted 8-4-2009 by Ord. No. 16-2009]

### § 106-28 Definitions.

For the purpose of this article, the following terms shall have the meaning set forth in this section. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular, words in the singular number include the plural, and words in the male gender include the female gender.

#### ANIMAL CONTROL OFFICER

Any person employed or appointed by the Township who is authorized to investigate violations of laws and regulations concerning animals and to issue citations in accordance with New Jersey law and this Code.

#### CAREGIVER

Any person who provides food, water or shelter to or otherwise cares for a cat.

#### EARTIPPING

Straight-line cutting of the tip of the left ear of a cat by a licensed veterinarian while the cat is anesthetized.

#### FERAL CAT

A cat which is completely or substantially unsocialized to humans. The usual and consistent temperament of a feral cat is extreme fear and resistance to contact with humans. Feral cats are:

##### A.

Born in the wild;

##### B.

Offspring of tame or feral cats and not socialized; or

##### C.

Formerly tame cats who have been abandoned and have reverted to an untamed state.

#### FERAL CAT COLONY

A group of cats that congregate together outside as a unit. Although not every cat in a colony may be feral, any nonferal cats who congregate with a colony shall be deemed part of it.

#### NUISANCE

Disturbing the peace by:

##### A.

Habitually or continually howling, crying or screaming; or

##### B.

The habitual and significant destruction, desecration or soiling of property against the wishes of the owner of the property.

OWNER

Any person, firm, corporation, partnership, association, trust, estate, or any other legal entity.

RESCUE GROUP

A not-for-profit entity or a collaboration of individuals with at least one of its purposes being the adoption or placement of cats in homes with humans to serve as companion animals.

SPONSOR

An individual or organization which registers with the Mt. Olive Health Department, oversees the implementation of TNR in Mt. Olive, keeps track of caregivers and feral cat colonies, and works to resolve feral cat nuisance complaints.

STRAY CAT

A cat who is regularly off the property of the owner, is not under the physical control and restraint of the owner and is not regularly provided with food by the owner.

SUITABLE SHELTER

Shelter that provides protection from rain, sun, and other elements that is adequate to protect the health of the cat.

TAME CAT

A cat who is socialized to humans and is appropriate as a companion for humans.

TNR

Trap, neuter and return.

TNR PROGRAM

A program pursuant to which feral and stray cats are trapped, neutered or spayed, vaccinated against rabies and returned to the location where they congregate.

TOWNSHIP

Mount Olive Township in the County of Morris.

**§ 106-29 Feral cat colonies.**

Feral Cat colonies shall be permitted, and caregivers shall be entitled to maintain them in accordance with the terms and conditions of this article.

**§ 106-30 Sponsorship of colony TNR programs.**

The Mt. Olive TNR Project, which is a subproject of the New Jersey Animal Rights Alliance's Project TNR, is approved as sponsor. Other persons and organizations may apply to the Health Department to serve as colony TNR program sponsors ("sponsors"). Any person or entity so applying shall comply with the requirements of this article. Any person intending to undertake the responsibilities of sponsor shall advise the Mt. Olive Township Health Department in writing and provide his/her/its address and telephone number.

**§ 106-31 Sponsor requirements.**

It shall be the duty of the sponsor to:

A.

Obtain and maintain liability insurance for all TNR-related activities, name Mt. Olive Township as an additional insured, and agree in writing to hold Mt. Olive Township harmless against liability resulting from the actions or failures to act of sponsors, trappers, and caregivers;

B.

Review and approve of colony caregivers;

C.

Help to resolve any complaints over the conduct of a colony caregiver or of cats within a colony;

D.

Maintain records provided by colony caregivers on the size and location of the colonies as well as the vaccination and spray/neuter records of cats in the sponsor's colonies;

E.

Obtain a colony license for each colony pursuant to § [106-33](#); and

F.

Report annually to the Township on the following:

(1)

Number of colonies in the Township;

(2)

Total number of cats in colonies;

(3)

Number of cats and kittens spayed and neutered pursuant to the TNR program; and

(4)

Number of cats and kittens placed in permanent homes.

**§ 106-32 Feral cat caregiver requirements.**

Caregivers shall:

A.

Register the feral cat colony with the sponsor;

B.

Take all reasonable steps to vaccinate the colony population for rabies and update the vaccinations;

C.

Take all reasonable steps to get all cats in the colony population spayed/neutered by a licensed veterinarian;

D.

Take all reasonable steps to have an electronic animal identification device (EAID) inserted into each cat by a veterinarian in accordance with professional medical standards. The sponsor shall be the named contact for purposes of the EAID;

E.

Provide the sponsor with descriptions of each cat in the colony and copies of documents evidencing that the cats have been vaccinated, spayed/neutered, and eartipped;

F.

Provide food, water and, if feasible, suitable shelter for colony cats;

G.

Observe the colony cats and keep a record of any illnesses or unusual behavior noticed in any colony cats;

H.

Obtain the approval of the owner of any property to which the caregiver requires access to provide colony care;

I.

In the event that kittens are born to a colony cat, take steps to remove the kittens from the colony after they have been weaned, and place the kittens in homes, foster homes, or with animal shelters, rescue organizations or veterinary offices for the purpose of subsequent permanent placement;

J.

Report annually in writing to the sponsor on the status of the colony, including data on the number and gender of all cats in the colony, the number of cats who died or otherwise ceased being a part of the colony during the year, the number of kittens born to colony cats and their disposition, and the number of cats and kittens placed in permanent homes as companion cats; and

K.

Obtain proper medical attention for any colony cat who appears to require it.

**§ 106-33 Licensing requirement for colony cats.**

A.

The licensing requirements of Article IV of Chapter 106 of the Ordinances of Mount Olive Township shall not apply to feral cats who are cared for by persons or organizations approved by the sponsor to manage a feral cat colony in accordance with this article.

B.

The sponsor shall obtain one colony license for all trapped, neutered and returned cats at a single property. A physical description of each cat on the property shall be provided, along with proof of rabies vaccination and spay/neuter. The license fee shall not exceed \$25 per year for each property.

**§ 106-34 Exemption from rabies certification tag requirement.**

The requirement of § 303-3 of the Ordinances of Mount Olive Township, requiring a rabies certification tag to be affixed to a collar, shall not apply to feral cats which are cared for by persons or organizations approved by the sponsor to manage a feral cat colony in accordance with this article.

**§ 106-35 Disposition of colony cats.**

An Animal Control Officer who has trapped a cat whose left ear has been tipped shall contact the sponsor so that the sponsor can identify the cat and return the cat to the colony from which the cat originated. If the officer does not know the appropriate colony and the sponsor cannot identify the colony, the officer shall take the eartipped cat to a shelter or holding facility and scan the cat for an EAID. If an EAID is found which further identifies the cat or the cat's colony, the officer shall contact the sponsor or other person named as owner of the cat with this information.

**§ 106-36 Enforcement.**

The Township shall have the following rights:

A.

The right to seize or remove cats from a colony which have not been vaccinated against rabies and which are demonstrating signs of the disease.

B.

The right to seize or remove a cat from a colony which is creating a nuisance as defined above, after the caregiver and sponsor have been given 60 days to remove and relocate the cat and have failed to do so. The caregiver or sponsor must begin nuisance abatement procedures within 48 hours after being notified of a nuisance by the Animal Control Officer and must take all reasonable steps to resolve the nuisance in as short a time period as possible, not to exceed 60 days.

C.

The right to seize or remove a colony of cats when the caregiver regularly fails to comply with the requirements of this article and the sponsor has not been able to obtain a replacement or substitute caregiver within 30 days of the Township's notice to the sponsor of the caregiver's failure to comply with this article. If one or more cats are in imminent danger due to a caregiver's lack of compliance, the sponsor shall replace the caregiver within 24 hours.

**§ 106-37 Nuisance complaints.**

The requirements of this article notwithstanding, Animal Control Officers and police officers may investigate any nuisance complaint. If an Animal Control Officer or police officer determines that an eartipped feral colony cat is causing a nuisance as defined by this article, the Animal Control Officer or police officer shall contact the sponsor. The sponsor shall begin nuisance abatement procedures within 48 hours and make all reasonable efforts to resolve the nuisance in as short a time period as possible, not to exceed 60 days. If the sponsor fails to resolve the nuisance or remove the cat within 60 days, the Animal Control Officer may remove the cat. If an Animal Control Officer or police officer reasonably determines that a cat is injured or poses a significant threat to public health, the officer may reduce the time that the sponsor has to resolve the complaint, as necessary to protect the cat and public health, before taking further action. In the case of an emergency, the Animal Control Officer or police officer may remove the cat, but within 24 hours the Township must provide the sponsor with notice of the cat's whereabouts and allow the sponsor an opportunity to retrieve the cat for treatment, return, or relocation.

**§ 106-38 Severability.**

If for any reason any section of this article shall be declared unconstitutional or illegal by any court of competent jurisdiction, the remaining sections hereof shall remain in full force and effect.

**§ 106-39 Conflict with other legislation.**

To the extent any existing ordinance may conflict with any of the terms of this article, this article shall control.

**§ 106-40 When effective.**

This article shall take effect upon final passage according to law.

# The Borough of Point Pleasant Beach

Ocean County, New Jersey

ORDINANCE 2008-38 Management of Feral Cats

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AN ORDINANCE OF THE BOROUGH OF POINT PLEASANT BEACH,  
COUNTY OF OCEAN AND STATE OF NEW JERSEY AMENDING CHAPTER XXII OF THE  
ORDINANCES OF THE BOROUGH TO PERMIT THE MANAGED CARE OF FERAL CATS

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WHEREAS the Mayor and Council of the Borough of Point Pleasant Beach are aware of the problems in the Borough caused by a large feral cat population; and  
WHEREAS, feral cats are cats that are significantly or completely unsocialized and not adoptable as companion animals; and  
WHEREAS, there are no facilities in the Borough of Point Pleasant Beach("Borough") or the County of Ocean to address issues created by feral cats; and  
WHEREAS, the population of feral cats has been increasing in the Borough; and  
WHEREAS, communities throughout the United States have determined that the practice of trapping and euthanizing feral cats is not effective in reducing their numbers; and  
WHEREAS, a present goal of Trap-Neuter-Return (TNR) is to decrease the number of cats in the environment and thereby reduce feral cat predation on wildlife; and  
WHEREAS, programs for the managed care of feral cat colonies that include trapping, neutering and returning such cats to their habitats have proven to be effective in reducing the number of feral cats and is more humane than trapping and euthanizing; and  
WHEREAS, TNR programs are beneficial to communities and the public health because cats in managed colonies are vaccinated against rabies, which has positive public consequences, and are spayed or neutered, thereby controlling the population;  
WHEREAS the Mayor and Borough Council deem it in the public interest to amend its ordinances in order to meet these stated goals;  
NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of Point Pleasant Beach, County of Ocean and State of New Jersey that Chapter XXII of the Ordinances of the Borough of Point Pleasant Beach be amended to add an Article III as follows:

## ARTICLE III

### Section 1.

#### 22-14. Definitions.

For the purpose of this Ordinance, the following terms shall have the meaning set forth in this Section. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular, words in the singular number include the plural, and words in the male gender include the female gender.

Abandoned means that an owner or caregiver has forsaken a domesticated cat entirely, or has neglected or refused to provide care and support to the cat.

Animal Control Officer means any person employed or appointed by the Borough who is authorized to investigate violations of laws and regulations concerning animals, and to issue citations in accordance with New Jersey law and this Code.

Caregiver means any person who provides food, water or shelter to or otherwise cares for a cat.

Domesticated cat means a cat that is socialized to humans and is appropriate as a companion for

humans.

Ear Marked means a tagged, notched or tipped left ear as performed by a licensed veterinarian.

Feral Cat colony means a group of cats that congregates, more or less, together as a unit. Although not every cat in a Colony may be feral, any non-feral cats that congregate with a colony shall be deemed to be a part of it.

Nuisance means disturbing the peace by (a) habitually or continually howling, crying or screaming, or (b) the habitual and significant destruction, desecration or soiling of property against the wishes of the owner of the property.

Owner means any person, firm, corporation, partnership, association, trust, estate, or any other legal entity.

Rescue group is a for-profit or not-for-profit entity or a collaboration of individuals with at least one of its purposes being the adoption or placement of cats in homes with humans to serve as companion animals.

Stray Cat means a cat that is regularly off the property of the owner, is not under the physical control and restraint of the owner and is not regularly provided with food by its owner.

Suitable Shelter means shelter that provides protection from rain, sun, and other elements that is adequate to protect the health of the cat.

TNR means, Trap, Neuter and Return.

TNR Program means a program pursuant to which feral and stray cats are trapped, neutered or spayed, vaccinated against rabies and returned to the location where they congregate.

Zoonotic Disease means those diseases transmittable to humans from animals, including parasitic, bacterial, fungal and viral diseases.

## Section 2.

### 22-15. Responsibilities of owners of domesticated cats.

22-15.1 Owners of domesticated cats shall provide appropriate and adequate food, water and shelter for their cats.

22-15.2 The Owner of a domesticated cat shall exercise reasonable care to guard against the cat creating a nuisance.

22-15.3 The owner of a sexually intact (not spayed or neutered) domesticated cat shall not permit his/her cat to roam unsupervised.

22-15.4 An owner shall not abandon a domesticated cat.

## Section 3.

### 22-16. Feral Cat colonies.

22-16.1 Feral Cat colonies shall be permitted and Caregivers shall be entitled to maintain them in accordance with the terms and conditions of this Ordinance.

### 22-16.2 Sponsorship of Colony TNR Programs.

The Point Pleasant Beach Animal Welfare Committee is approved as Sponsor. Other persons may apply to the Borough to serve as colony TNR program sponsors ("Sponsors"). Any person or entity so applying shall comply with the requirements of this article for sponsors and execute a Point Pleasant Beach Animal Welfare Committee-approved sponsor contract. Any person intending to undertake the responsibilities of sponsor shall advise the Point Pleasant Beach Animal Welfare Committee in writing and provide his/her/its address and telephone number.

### 22-16.3 Sponsor requirements.

It shall be the duty of the sponsor to:

- a. Review and approve of colony caregivers;
- b. Help to resolve any complaints over the conduct of a colony caregiver or of cats within a colony;
- c. Maintain records provided by colony caregivers on the size and location of the colonies as well as the vaccination and spray/neuter records of cats in the sponsor's colonies; and
- d. report annually to the Borough on the following:
  - i. number of colonies in the Borough;
  - ii. total number of cats in colonies;
  - iii. number of cats and kittens spayed and neutered pursuant to the TNR program; and
  - iv. number of cats and kittens placed in permanent homes
- e. use due consideration to avoid the taking of rare, threatened or endangered species under the Endangered and Non-game Species Conservation Act, N.J.S.A. 23:2A-1, et seq.

#### 22-16.4 Feral Cat Caregiver requirements.

Caregivers are responsible for the following:

- a. registering the Feral Cat colony with the Sponsor;
- b. taking steps that are reasonably likely to result in the vaccination of the colony population for rabies and making reasonable efforts to update the vaccinations on cats that can be recaptured;
- c. taking steps that are reasonably likely to result in the spay/neuter, by a licensed veterinarian, of at least ninety percent (90%) of the colony population;
- d. providing the sponsor with descriptions of each cat in the colony and copies of documents evidencing that the cats have been vaccinated and spayed/neutered;
- e. providing food, water and, if feasible, shelter for colony cats;
- f. observing the colony cats at least twice per week and keeping a record of any illnesses or unusual behavior noticed in any colony cats;
- g. obtaining the approval of the owner of any property, to which the Caregiver requires access to provide colony care;
- h. in the event that kittens are born to a colony cat, the Caregiver shall take reasonable steps likely to result in the removal of the kittens from the colony after they have been weaned, and the placement of the kittens in homes or foster homes for the purpose of subsequent permanent placement;
- i. reporting annually in writing to the Sponsor on the status of the colony, including data on the number and gender of all cats in the colony, the number of cats that died or otherwise ceased being a part of the colony during the year; the number of kittens born to colony cats and their disposition and the number of cats and kittens placed in permanent homes as companion cats; and
- j. obtaining proper medical attention to any colony cat that appears to require it.

#### 22-16.5 Colony Cat requirements.

- a. The left ear of a colony cat that has been spayed or neutered and vaccinated shall be eartipped.
- b. An electronic animal identification device (EAID) shall be inserted into the cat by a veterinarian in accordance with professional medical standards. The Sponsor shall be the named contact for purposes of the EAID.

#### 22-16.6 Disposition of Colony Cats.

- a. An Animal Control Officer who has trapped a cat whose left ear has been tipped or which bears some other distinguishing mark indicating that it belongs to a feral cat colony shall scan the cat for an EAID. If an EAID is found, the officer shall be responsible for contacting the sponsor or other person named as owner of the cat.
- b. If the Owner or Sponsor is not able to immediately take custody of the cat, the officer shall return the cat to the appropriate colony.

c. If the cat does not have an EAID then the Animal Control Officer shall contact the Sponsor so the cat can be properly placed in a colony. If the cat is obviously a domestic cat the sponsor shall arrange for care for the cat until the owner is located and may determine the disposition of the cat in those circumstances where the domestic cat's owner can not be located.

#### Section 4.

##### 22-17. Ordinance Enforcement.

22-17.1 The Borough shall have the following rights:

- a. the right to seize or remove cats from a colony that have not been vaccinated against rabies and which are demonstrating signs of the disease.
- b. the right to seize or remove a cat from a colony that is creating a nuisance as defined above and the Caregiver and Sponsor have been given 60 days to remove and relocate the cat and have failed to do so.
- c. the right to seize or remove a colony of cats when the Caregiver regularly fails to comply with the requirements of this Article and the Sponsor has not been able to obtain a replacement or substitute Caregiver within 60 days of the Borough's notice to the sponsor of the Caregiver's failure to comply with this Ordinance.

22-17.2 The requirements of this Ordinance notwithstanding, Animal Control Officers and Police Officers may investigate any Nuisance complaint.

#### Section 5.

All ordinances or parts of ordinances inconsistent with this ordinance are repealed to the extent of such inconsistency.

#### Section 6.

If for any reason any section of this ordinance shall be declared unconstitutional or illegal by any court of competent jurisdiction, the remaining sections hereof shall remain in full force and effect.

#### Section 7.

This ordinance shall take effect upon final passage and publication according to law.

#### NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced and passed on first reading at the regular meeting of the Borough Council of the Borough of Point Pleasant Beach, in the County of Ocean, held on the 19th day of August , 2008 and will be considered for second reading and final passage at the regular meeting of said governing body to be held on the 16th day of September 2008 at 7:30 p.m. in the Council Chambers, Borough Hall, 416 New Jersey Avenue, Point Pleasant Beach, New Jersey at which time and place any person desiring to be heard will be given an opportunity to be so heard. Maryann Ellsworth, R.M.C.

Municipal Clerk

## **Secaucus, NJ**

### **§ 67-49. Cat colonies-Requirements.**

A. The town finds that a properly managed cat colony is a humane means to reduce an unwanted and/or unhealthy cat population over a period of time only when management guidelines are set forth and strictly adhered to.

B. It shall be unlawful for any person to create or maintain a cat colony in the town unless the following management issues have been addressed to the satisfaction of the Animal Control Officer:

- (1) A safe environment;
- (2) Appropriate shelter;
- (3) Veterinary assistance;
- (4) Reliable feeders.

C. The Animal Control Officer shall inspect any cat colony location and approve or deny its development or maintenance. As a part of the maintenance of the cat colony, the caretaker shall agree to:

- (1) Provide an assessment of the situation-number of cats, health of cats, suitability of location, impact on neighbors;
- (2) Set up regular feeding schedules;
- (3) A plan for which cats will remain on site;
- (4) Arrange for veterinary care;
- (5) Have a trapping plan approved by the Animal Control Officer;
- (6) Have a placement plan approved by the Animal Control Officer for kittens and tame resocialized adult cats in appropriate adoption venues (eight (8) to nine (9) weeks for kittens);
- (7) Have a socialization plan approved by the Animal Control Officer for kittens between the ages of four (4) and ten (10) weeks that includes:
  - (a) Maintaining the kittens with littermates and the queen if possible;
  - (b) Introducing the kittens and adults to appropriate handlers;
- (8) Have a plan approved by the Animal Control Officer for ongoing maintenance of the colony-food, water, shelter, trapping new cats, removal of ill or injured cats for veterinary evaluation and care.

### **§ 67-50. Cat colony caretakers-Registration-Ownership exemption.**

Any person undertaking the duties and responsibilities of a cat colony caretaker shall first be registered with the town at no cost. A registered caretaker shall not be considered an owner in or be subject to regulations governing ownership or control of an animal, except as specifically defined in this chapter.

### **§ 67-51. Traps-Humane.**

Any trap used to capture stray dogs or cats shall be constructed in a manner that does not harm the animal.

### **§ 67-52. Trapping-Requirements.**

It shall be unlawful for any person to use inhumane methods to capture stray dogs or cats. Traps and the trapping of stray dogs or cats shall include the following:

- A. Traps shall be covered with breathable material that prevents the trapped animal from viewing its surroundings.
- B. Traps shall not be left unattended for more than two (2) hours.
- C. Traps shall not be left set overnight.

### **§ 67-53. Abandonment prohibited.**

It shall be unlawful for any person to abandon a cat, dog or other animal covered by this chapter except in connection with a TNR program.

### **§ 67-54. Trap to euthanize.**

The practice of trapping cats and/or dogs for the purpose of euthanizing the animal shall be unlawful except in cases of serious disease or injury as determined by a licensed veterinarian. Further, it shall be unlawful to employ or to be employed for the express purpose of trapping and killing free-roaming cats and dogs as a means to eliminate a nuisance. This section shall not prohibit an Animal Control Officer or police officer from carrying out their lawful duties as otherwise specifically permitted under this chapter.

# Township of West Milford

Passaic County, New Jersey

~ Ordinance 2009 - 026 ~

## AN ORDINANCE OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AMENDING CHAPTER 71, ALLOWING FOR A TRAP, NEUTER, RETURN PROGRAM FOR FERAL CATS

**BE IT ORDAINED** by the Mayor and Council of the Township of West Milford as follows:

**SECTION 1.** § 71-7 is hereby amended to insert the underlined language:

Feral cats managed by the West Milford Animal Shelter Society pursuant to Chapter 71, Article III are not stray animals and shall not be subject to the provisions of this ordinance.

**SECTION 2.** § 71-16 is hereby amended to insert the following provision:

Exemption. The provisions of this section, § 71-16, do not apply to feral cat colonies managed by the West Milford Animal Shelter Society in accordance with the provisions of Chapter 71, Article III.

**SECTION 3.** Article III, entitled "Feral Cat Trap-Neuter-Return Program," is hereby established and inserted into the West Milford Township Code in §71 thus:

§71-29            Definitions.

For the purpose of this Article, the following terms shall have the meaning set forth in this provision. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular, words in the singular number include the plural, and words in the male gender include the female gender.

Animal Control Officer means any person employed or appointed by the Township who is authorized to investigate violations of laws and regulations concerning animals, and to issue citations in accordance with New Jersey law and this Code.

Caregiver means any person who provides food, water or shelter to or otherwise cares for a cat.

Ear tipping means straight-line cutting of the tip of the left ear of a cat by a licensed veterinarian while the cat is anesthetized.

Feral Cat means a cat who is completely or substantially unsocialized to humans. The usual and consistent temperament of a feral cat is extreme fear and resistance to contact with humans. Feral cats are (i) born in the wild, (ii) offspring of tame or feral cats and not socialized, or (iii) formerly tame cats who have been abandoned and have reverted to an untamed state.

Feral Cat colony means an individual feral cat or a group of cats who congregate together outside as a unit. Any non-feral cats who congregate with a multiple-cat colony shall be deemed part of it.

Nuisance means disturbing the peace by (a) habitually or continually howling, crying or screaming, or (b) the habitual and significant destruction, desecration or soiling of property against the wishes of the owner of the property.

Owner means any person, firm, corporation, partnership, association, trust, estate, or any other legal entity.

Sponsor means the West Milford Animal Shelter Society.

Stray Cat means a cat who is regularly off the property of the owner, is not under the physical control and restraint of the owner and is not regularly provided with food by the owner.

Suitable Shelter means shelter that provides protection from rain, sun, and other elements that is adequate to protect the health of the cat.

Tame cat means a cat who is socialized to humans and is appropriate as a companion for humans.

TNR means, Trap, Neuter and Return.

TNR Program means a program pursuant to which feral and stray cats are trapped, neutered or spayed, vaccinated against rabies, ear-tipped and returned to the location where they congregate.

Township means Township of West Milford in the County of Passaic.

§71-30 Feral Cat colonies.

Feral Cat colonies shall be permitted and Caregivers shall be entitled to maintain them in accordance with the terms and conditions of this Ordinance.

§71-31 Sponsorship of Colony TNR Programs.

- A. The West Milford Animal Shelter Society is approved as Sponsor.
- B. It shall be the duty of the sponsor to:
  - 1. Obtain and maintain liability insurance for all TNR-related activating, naming West Milford Township as an additional insured, and agree in writing to hold the Township of West Milford harmless against any and all liability resulting from the actions or failures to act of sponsors, trappers and caregivers;
  - 2. Review and approve of colony caregivers;
  - 3. Help to resolve any complaints over the conduct of a colony caregiver or of cats within a colony;
  - 4. Maintain records provided by colony caregivers on the size and location of the colonies as well as the vaccination and spray/neuter records of cats in the sponsor's colonies; and
  - 5. report annually to the Township on the following:
    - a. number of colonies in the Township;
    - b. total number of cats in colonies;
    - c. number of cats and kittens spayed and neutered pursuant to the TNR program; and
    - d. number of cats and kittens placed in permanent homes.
  - 6. Be responsible for any cost associated with the program.

§71-32 Feral Cat Caregiver requirements.

- A. Caregivers are responsible for the following:
  - 1. registering the Feral Cat colony with the Sponsor;
  - 2. taking steps to vaccinate the colony population for rabies and update the vaccinations whenever possible; taking steps to get all cats in the colony population spayed/neutered by a licensed veterinarian;

3. providing the sponsor with descriptions of each cat in the colony and copies of documents evidencing that the cats have been vaccinated, spayed/neutered, and ear tipped; providing food, water and, if feasible, suitable shelter for colony cats;
4. observing the colony cats and keeping a record of any illnesses or unusual behavior noticed in any colony cats;
5. obtaining the approval of the owner of any property to which the Caregiver requires access to provide colony care;
6. in the event that kittens are born to a colony cat, taking steps to remove the kittens from the colony after they have been weaned, and place the kittens in homes, foster homes, or with animal shelters, rescue organizations or veterinary offices for the purpose of subsequent permanent placement;
7. reporting annually in writing to the Sponsor on the status of the colony, including data on the number and gender of all cats in the colony, the number of cats who died or otherwise ceased being a part of the colony during the year, the number of kittens born to colony cats and their disposition, and the number of cats and kittens placed in permanent homes as companion cats; and
8. obtaining proper medical attention for any colony cat who appears to require it.

§71-33 Exemptions from restrictive ordinances

The following Ordinances of the Township of West Milford shall not apply to feral cat colonies managed by the TNR Program or to any person or organization that is providing care for a feral cat colony and is taking steps to trap and sterilize the animals:

§71-7 Impounding grounds; notice; destruction

§71-16 Licensing and registration of cats

§71-34 Disposition of Colony Cats.

An Animal Control Officer who has trapped a cat whose left ear has been tipped shall release the cat unless the cat is injured or sick and requires medical attention. If the cat requires medical attention, the Animal Control Officer shall bring the cat to the Sponsor. If the Animal Control Officer releases the cat, the Animal Control Officer shall contact the Sponsor and provide the Sponsor with a description of the cat, the location where the cat was trapped, and the complaint which caused the Animal Control Officer to set the trap.

§71-35 Ordinance Enforcement.

The Township shall have the following rights:

- a. the right to seize or remove cats from a colony who have not been vaccinated against rabies and who are demonstrating signs of the disease.
- b. the right to seize or remove a cat from a colony who is creating a nuisance as defined above, after the Caregiver and Sponsor have been given 60 days to resolve the complaint or remove and relocate the cat and have failed to do so.
- c. the right to seize or remove a colony of cats when the Caregiver regularly fails to comply with the requirements of this Article and the Sponsor has not been able to obtain a replacement or substitute Caregiver within 60 days of the Township's notice to the sponsor of the Caregiver's failure to comply with this Ordinance.

§71-36 The requirements of this Ordinance notwithstanding, Animal Control Officers and Police Officers may investigate any Nuisance complaint. If an Animal Control Officer or Police Officer determines that an ear-tipped feral colony cat is causing a nuisance as defined by this ordinance, the Animal Control Officer or Police Officer shall contact the Sponsor and allow the Sponsor 60 days to resolve the complaint or remove the cat before the Officer takes further action. If the Sponsor fails to resolve the nuisance or remove the cat within the 60 days, the Animal Control Officer may remove the cat. If an Animal

Control Officer or Police Officer reasonably determines that a cat is injured or poses a significant threat to public health, the Officer may reduce the time that the Sponsor has to resolve the complaint, as necessary to protect the cat and public health, before taking further action. In the case of an emergency, the Animal Control Officer or Police Officer may remove the cat, but within 24 hours the Township must provide the Sponsor with notice of the cat's whereabouts and allow the Sponsor an opportunity to retrieve the cat for treatment, return, or relocation.

**SECTION 4** If for any reason any section of this ordinance shall be declared unconstitutional or illegal by any court of competent jurisdiction, the remaining sections hereof shall remain in full force and effect.

**SECTION 5** This ordinance shall take effect upon final passage according to law.

INTRODUCED: November 11, 2009  
ADOPTED: December 16, 2009  
EFFECTIVE DATE: January 5, 2010

TOWNSHIP OF WEST MILFORD  
COUNTY OF PASSAIC  
STATE OF NEW JERSEY

ATTEST:

\_\_\_\_\_  
Antoinette Battaglia, Township Clerk

By: \_\_\_\_\_  
Bettina Bieri, Mayor

### Appendix 3. Calculating Pet Populations

#### **Estimated Dog and Cat Populations Based on Human Population January 2008**

In order to estimate the pet population in a state, region or municipality, the American Veterinary Medical Association has developed formulas based on sample survey data. To use the formulas, you will need to know the population or number of households in the area of interest. To estimate the number of households, divide the population by 2.5 members per household. Population estimates of New Jersey municipalities and counties are available from the New Jersey Department of Labor and posted on-line at:  
<http://www.wnjin.net/OneStopCareerCenter/LaborMarketInformation/lmi02/index.html>

To estimate the **dog population** in an area, multiply the number of households by **0.632**. For example, if the population of a municipality is 10,000 people, there are approximately 4,000 households.  $4,000 \text{ households} \times 0.632 = 2,528$  owned dogs.

To estimate the **cat population** in an area, multiply the number of households by **0.713**. If the population of a municipality is 10,000 people, there are approximately 4,000 households.  $4,000 \text{ households} \times 0.713 = 2,852$  owned cats.

Using these formulas and based on an estimated statewide population of 8.686 million, we estimate that there are approximately **2,196,000 owned dogs** and **2,477,000 owned cats**.

## Appendix 4. Data Management Recommendations

1. Animal Control collects and maintains necessary intake and disposition data and has access to licensing data.
  - At minimum, include intake and disposition data including dates, species, markings, location obtained, how obtained (whether trapped, picked up, or surrendered), and whether adopted, transferred, reclaimed, or euthanized. Include data for animals transported but not impounded.
  - Computerize this information in a manner that allows for reports to be created.
    - Petpoint is a recommended database. It is free if the associated microchips are used. Training is available.
    - Other databases include Shelter Pro, Chameleon, Shelter Buddy.
  - Give Animal Control Officers a laptop that can be used in their vehicle. Document calls, complaints, and pick-ups.
  - Give Animal Control Officers access to licensing databases.
  - Collect and maintain reports regarding positive rabies cases and dog bites.
  - Encourage entity responsible for Trap-Neuter-Return in the municipality to utilize a colony tracking database to keep track of feral cats and their medical records. Rescue Groups has a database that provides this service and can be used for free with a grant from the organization that is easy to obtain. Neighborhood Cats has an online database that can be used for a yearly fee.

Resources: [Petpoint.com](http://Petpoint.com), [RescueGroups.org](http://RescueGroups.org), [NeighborhoodCats.org](http://NeighborhoodCats.org)

2. Impoundment facility (if different from animal control), collects and maintains necessary intake and disposition data preferably broken out by town.
  - At minimum, use National Federation of Humane Societies Basic Animal Stats Matrix, available from ASPCA.
  - Use computerized database.
    - Petpoint is a recommended database. It is free if the associated microchips are used. Training is available.
    - Other databases include Shelter Pro, Chameleon, Shelter Buddy.

Resources: [Petpoint.com](http://Petpoint.com), National Federation of Humane Societies at [humanefederation.org](http://humanefederation.org)

3. Develop protocols for handling and matching lost and found calls
  - Use a computerized database such as Petpoint that enables easy matching.
  - Appoint a specific person to maintain this data. This designee can be someone other than the ACO.
  - Create written protocols for checking intakes against calls regarding lost animals.
  - Provide ACOs with computer and database that can be used to check found/impounded animals while on the road.

- Periodically call people who have filed lost complaints to see if animal is still missing and update database.
- Advise callers to check impoundment facility at minimum every 2-3 days.
- Provide callers with contact information for all rescue groups and shelters in the area and advise them to contact each one.
- Have a flyer template to give people calling about lost pets to create and post effective lost pet flyers.
- Post photos of all stray intakes on a website so that callers can do a “digital walk-through” of the impounded animals to identify if their pet is among them.
- Keep a billboard at (or outside of) town hall with the photos of currently impounded animals.
- Develop agreement and protocols with neighboring municipalities to share lost and found call information. Include photos of animals impounded from neighboring municipalities in “digital walk-through” on website and on billboards.
- Post impounded animal information on NJ-wide rescue list serves, such as NJ Cares and SHARE.

Resources: ASPCA’s Tips for Successful Lost and Found Pet Matching

[http://www.sustainablejersey.com/document/AiC/100k\\_challenge\\_tips\\_for\\_lost\\_and\\_found\\_matching\[1\].pdf](http://www.sustainablejersey.com/document/AiC/100k_challenge_tips_for_lost_and_found_matching[1].pdf)

#### 4. Analyze collected data

- Determine where the majority of the municipalities’ impoundments are coming from (neighborhood, species, trapped or surrendered) in order to develop customized programs to reduce impoundments.
- Determine where rabies cases and dog bites occur to create programs addressing this.