

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: March 9, 2026

FROM: Katrina Amos-Atkins, Deputy Town Administrator

SUBJECT: Contract Renewal for Veterinary Services with Dr. Alison Bradshaw

INTRODUCTION:

The purpose of this agenda item is to request renewal of the Veterinary Services Contract with Dr. Alison Bradshaw for health services, surgical, and administrative tasks for Collierville Animal Services and the Animal Shelter.

BACKGROUND:

The Collierville Animal Shelter generally would like to have two or three veterinarians under contract to perform veterinarian services at the shelter. Dr. Alison Bradshaw will serve as Administrative/Lead veterinarian and Dr. Jennifer Limbaugh and Dr. Taurine Burger serve as relief veterinarians. There are also agreements for relief services with Dr. Rachel Lewis and Dr. Savannah Hughes in progress to ensure adequate coverage.

DISCUSSION:

Lead Veterinarian: This contract provides a \$400/month rate of pay for Dr. Bradshaw to serve as administrative and lead Veterinarian. The lead veterinarian has responsibility for the overall health of the shelter's animal population; is involved in the euthanasia decisions; and has total responsibility and control over all medications and drugs used at the shelter.

Lead Veterinarian Components/Responsibilities:

1. Purchasing of all narcotics and inventory of all drugs, medications, and vaccines for animals housed at the shelter.
2. Processing of all documentation necessary for the use of narcotics on animals housed at the shelter.
3. Providing necessary training to staff at the shelter for storing and using narcotics, drugs, and medical supplies for treatment.
4. Maintaining all US Drug Enforcement Administration and similar state agency certifications related to the furnishing of Treatment at the Shelter, with the fees of such certification to be paid by the Town after the presentation of a written statement for such fees to the Town by the Veterinarian.

In addition to the \$400 monthly rate of pay for being Administrative and Lead Veterinarian, Dr. Bradshaw will receive \$600 for a full day of service at the shelter and \$300 for a half day of service. Services include performing spay/neuter surgery, prescribe any medications needed, and attending to all animals' medical needs for that week.

Routine treatment for all domesticated animals:

1. Administration of necessary vaccinations, medications, and medical care;
2. Administer repeat vaccinations;
3. Spay/neuter of all adoptable dogs, puppies, cats and kittens;
4. Euthanasia of unadoptable dogs, puppies, cats and kittens; and
5. Conduct a health screening of each incoming animal sufficient to evaluate each animal's overall health and condition.

The proposed contract with Dr. Bradshaw is the standard Administrative/Lead veterinarian contract. The proposed contract and supporting documents are attached.

BUDGET IMPACT:

Approval of this contract sets the standard rates of pay for veterinarian services. Total expenses for administrative veterinarian expenses will not exceed amount approved (\$33,600.00) in the FY26 Budget.

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense	Balance	Budget Impact
110	43190	299-01	Vet Services	\$28,800.00	\$16,200.00	\$12,600.00	\$0.00	N/A
110	43190	299-01	Vet Administration	\$4,800.00	\$3,200.00	\$1,600.00	\$0.00	N/A

ATTACHMENTS:

[GS-26-01615 Veterinarian Administrator - Dr. Bradshaw.pdf](#)

PROPOSED MOTION:

To approve the Veterinary Services Contract Renewal with Dr. Alison Bradshaw for health services, surgical, and administrative tasks for Collierville Animal Services and the Animal Shelter.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						