

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, May 13, 2014
City Hall Conference Room
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

- I. Call to order
Vice Chairperson, Dawna Carabajal called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:32pm on Tuesday, May 13, 2014. The following members were present: Jeri Fontenot, Dawna Carabajal Dr. McKelroy. City Staff present were: Lt. Marvin Gibbs, Amanda Traister, Maria Martinez, Joe Tilger and Jackie Lozada. Excused absences: Tim Pace and Monica Carr.

- II. Consider approving the minutes from the March 25, 2014 meeting
The Minutes from the March 25, 2014 meeting were passed out and board members were given time to review them. The Vice Chairperson opened the floor for comments or questions. Dr. McKelroy made a change to minutes. Motion was made Jeri Fontenot to accept the minutes as with changes. Seconded by Joe Tilger. Motion passed.

LaQueata Brown joined the meeting at 7:34 pm as a member.

- III. Update from Staff on Shelter Stats
Maria Martinez presented to the shelter stats to the board. Maria reported that in April there were no animals euthanized. Live release rate is 94.7% for FY 2014 to date.

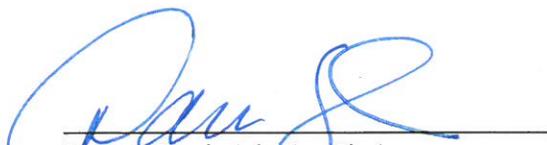
- IV. Update from Staff on May Adopt-a-thon.
Maria Martinez stated that at the Adopt-a-thon 4 dogs and 1 cat were adopted. Some board members were concerned about the lack of advertisement for the event. Lt. Gibbs informed the group that the signs were in bad shape.

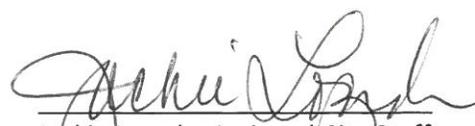
- V. Update from Staff on the use from golf tournament funds.
Maria Martinez reported that the security camera bids were too high. As a result, all of the funds from the golf tournament will be used for the security camera system. The surgery table will be purchased from budget if there is any left over this budget year.

- VI. Update from staff on vet services.
Maria Martinez reported that Request for qualification for veterinary services went out on the first Tuesday in May and closed May 15, 2014. Interviews will be held the 3rd and 4th week of May for qualified applicants. Maria stated that we will hopefully have a new vet by the 1st or 2nd week of June. We are currently using Stonebridge Services.

- VII. Update from staff on new shelter personnel.
Maria Martinez reported the addition of an ACO, Monica Patterson. Monica has 28 years experience in pet grooming and pet care. She is currently in training.

- VIII. Discuss sales in public places and how it relates to animal exchange and offsite adoptions.
Maria Martinez presented the Solicitor and peddler's ordinance. This permit allows for door-to-door sales. Chapter 77 does not allow for animals to be sold in parking lots of area businesses. Fire Marshal should be contacted for Special Events Permits. Maria will reach out to Monica Carr to go over her animal exchanges.
- IX. Discuss Barking Dog Ordinance.
Maria Martinez provided copies of the Animal Nuisance Ordinance. Joe Tilger and Lt. Gibbs provided explanation of "unreasonable barking".
- X. Discuss alternatives to lost pet signs and/or ways of reuniting lost pets with owners.
Amanda Traister reported that currently, when the shelter is contacted about a lost pet, the pet is posted on the website and there is also a lost/found pet book with pet information. Lt. Gibbs stated that there are also groups that will do a call out for pets – like Amber alerts. Signs can be placed out on private property only, with the property owner's permission. Signs cannot be placed on private property, i.e., poles, medians, easements. Facebook page called Lost Pets Texas is free. Dawna will provide shelter a list of places where owners can search for lost pets.
- XI. Public Announcement
City of Rowlett made a formal bid for Robinson Park
Downtown Rowlett will be changing including the Library
Dairy Queen is coming in next do Applebee's
Offsite adoption event at Firewheel – Saturday, May 17, 2014- FRAS is taking 7 dogs put on by Sachse High School.
Touch a Truck – Memorial Day Weekend
Two new council members – Robbert van Bloemendaal and Rick Sheffield
- XII. Topics for future meetings
Update from staff on shelter stats
Review fee schedule for shelter fees
Update on Veterinary services
Update on FRAS adoption events
Update on golf tournament funds
Shelter Improvements
- XIII. Adjournment
The Vice Chairperson, Dawna Carabajal, called for a Motion to adjourn. The Motion was made by Jeri Fontenot and seconded by Dr. McKelroy. The motion passed. The meeting was adjourned at 8:40 pm.


Dawna Carabajal, Vice Chairperson


Jackie Lozada, Assigned City Staff

9-9-14

Date Approved