

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, July 8, 2014
City Hall Conference Room
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

I. Call to order

Chairman, Tim Pace called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:32pm on Tuesday, July 8, 2014. The following members were present: Tim Pace, Monica Carr, Jeri Fontenot, Dawna Carabajal. City Staff present were: Lt. Marvin Gibbs, Amanda Traister, Maria Martinez, Joe Tilger and Jackie Lozada. Members absent: Dr. McKelroy.

II. Consider approving the minutes from the May 13, 2014 meeting

The Minutes from the May 13, 2014 meeting were passed out and board members were given time to review them. The Chairman opened the floor for comments or questions. Lt. Gibbs made a change to minutes. Motion was made Jeri Fontenot to accept the minutes as with changes. Seconded by Dawna Carabajal. Motion passed.

LaQueata Brown joined the meeting at 7:35 pm as a member.

III. Update from Staff on Shelter Stats

Maria Martinez presented the shelter stats to the board. Maria reported that euthanasia is still down. Placement rate is 91.3%. Live release rate is 98%.

IV. Update from Staff on Vet Services.

Maria Martinez reports that RFQ were received from Dr. Kapp from Noah's Ark and Dr. Avery from Stonebridge. Staff selected Stonebridge Pet Hospital for Vet Services. This will go before Council on July 15 for approval.

V. Update from Staff on Golf Tournament Funds.

Maria Martinez reported that funds will be used for security camera system for the shelter. Quotes for system and installation have been received by Lt. Gibbs.

VI. Update from staff on Shelter Improvements.

Maria reports that the quarantine door has been replaced. All the doors were painted and the front of the shelter was painted. The kennel doors were changed out (rewired).

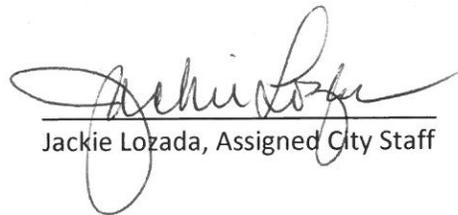
VII. Discuss FRA's offsite adoption events.

Dawna Carabajal reported that at the Firewheel event, FRAS took 8 or 9 animals and brought back 2. None have been returned. Dawna says that this was a very successful event. FRA's has had 3 adoption events in May and 3 in June. FRA's is looking at partnering with a realty company for adoption events.

- VIII. Discuss sign ordinance and temporary sign regulations.
Maria Martinez reported that Temporary signs at a business require a permit. Six two-week periods are permitted per calendar year. Signs that are put out for the Animal Shelter are allowed because it is a city sign on city property.
- IX. Discuss Fee Schedule for Shelter Fees.
Maria Martinez provided copies of the Animal Shelter fees. Adoption fees are usually dropped when the Shelter is full. Special permit is a fee paid for too many animals. Late registration fee is added to redemption fees if the animal has not been registered at time of redemption. If an animal is picked up and there has been no previous problems with the animal and the animal is wearing its tags, there is usually no fee charged.
- X. Public Announcement
New council liaison Robbert von Bloemendaal
Monica Patterson (employee) great employee, great personality
Saturday Cars, Cooking and Blues festival in downtown Garland
Life Message Thrift Store chosen as Business of the Month by the Chamber – Thursday at 11:30 they will be providing food and tour of the facility
Adoptathon on August 16, 2014
PetSmart 2nd Saturday – Adoption event
Petco 3rd Saturday – Adoption event
- XI. Topics for future meetings
Update from staff on shelter stats
Update on Veterinary services
Fees as compared to other cities
Update on security cameras
Adoptathon update
Next meeting will on September 9, 2014
- XII. Adjournment
The Chairman called for a Motion to adjourn. The Motion was made by Dawna Carabajal and seconded by Monica Carr. The motion passed. The meeting was adjourned at 8:57 pm.



Tim Pace, Chairman



Jackie Lozada, Assigned City Staff

1/13/15

Date Approved